



CITY OF FRESNO

**PEOPLESOFT 8.3
QUERY TRAINING MANUAL**



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Query Overview

PeopleSoft's database is designed to support SQL. Standard "Structured Query Language" (SQL) statements and concepts are used to construct queries in PeopleSoft. The constructed queries consist of databases, fields, and selection-criteria.

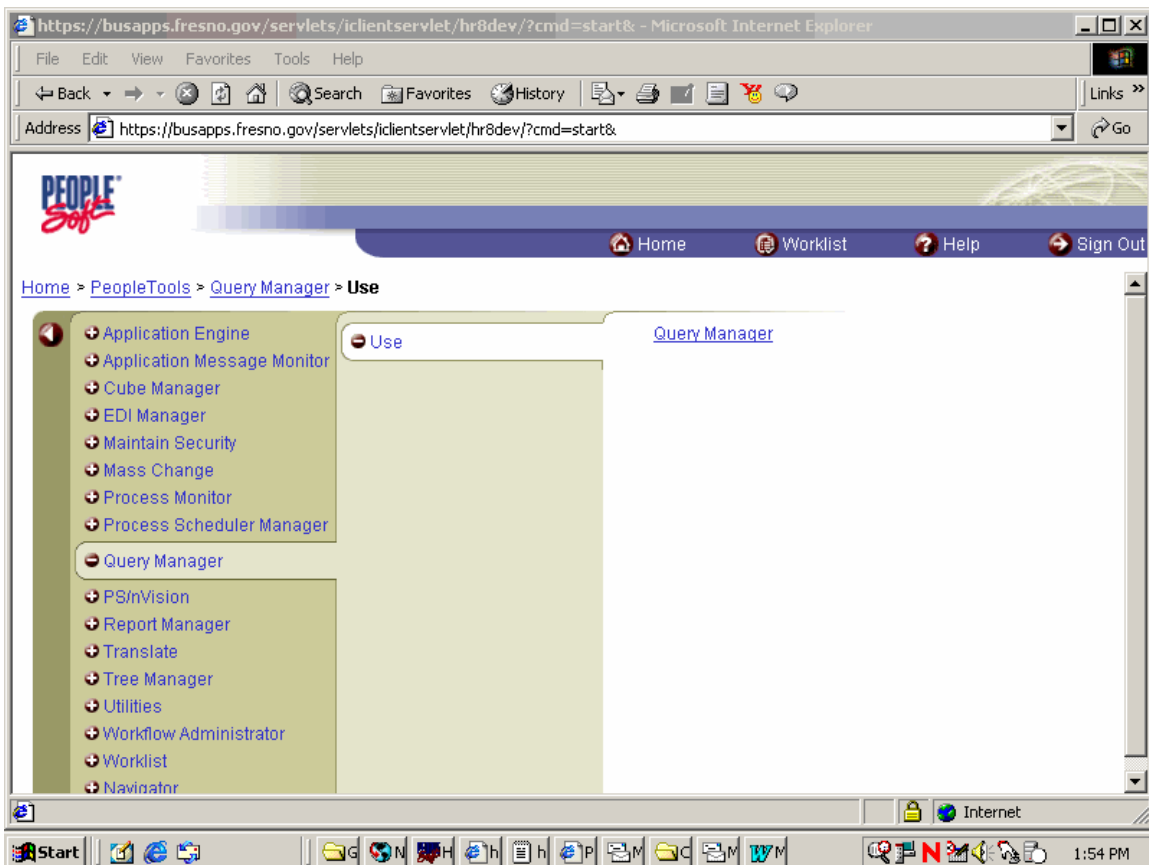
The SELECT command finds, retrieves, and displays data from tables or views.

The basic syntax is: SELECT <expressions> FROM <table(s) and/or view(s)>

For a complete overview of SQL, please refer to the expanded version of this manual.

Accessing Queries

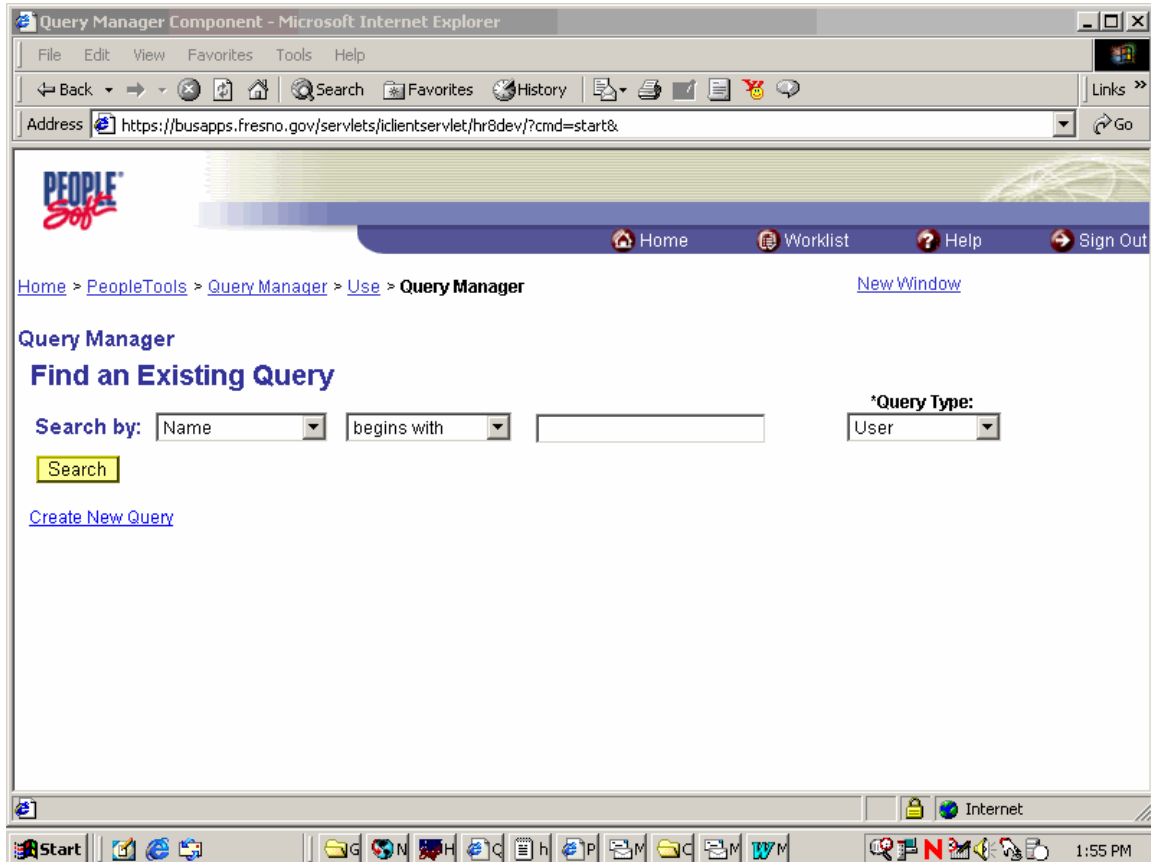
PeopleSoft queries are created, edited & run via QueryManager on PeopleTools:



Running Existing Queries from QueryManager.

The QueryManager provides access to available predefined queries. New queries are created by clicking on the link 'Create New Query'.

When Searching for an Existing Query, note you can search by name, along with Query Type of User, Role or Process as a criteria.



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A list of existing queries is returned from the Lookup, for the given criteria. Private queries appear first, Public queries after. Search results include a query-name, description, view & 3 action-links: Delete, Rename & Run.

Query Manager Component - Microsoft Internet Explorer

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Home Worklist Help Sign Out

Home > PeopleTools > Query Manager > Use > Query Manager [New Window](#)

Query Manager

Find an Existing Query

Search by: Name begins with *Query Type: User

Search

[Create New Query](#)

Search Results Too many items met your search criteria. Only the first 300 items displayed.

Query	View All	First	1-30 of 300	Last
APY3000_VENDOR_DETAIL	APY3000-Vendor Detail	Public	Delete	Rename Run
APY3001_AP_VENDOR_SUMMARY	APY3001-AP Vendor Summary	Public	Delete	Rename Run
BAS_ENROLL_TXT	Benefits Enrollment Text	Public	Delete	Rename Run
BEN1XDET	BEN1XDET	Public	Delete	Rename Run
BEN1XSUM	BEN1XSUM	Public	Delete	Rename Run
CAN01_CANADIAN_EMPLOYEES	CAN01-Canadian Employees	Public	Delete	Rename Run

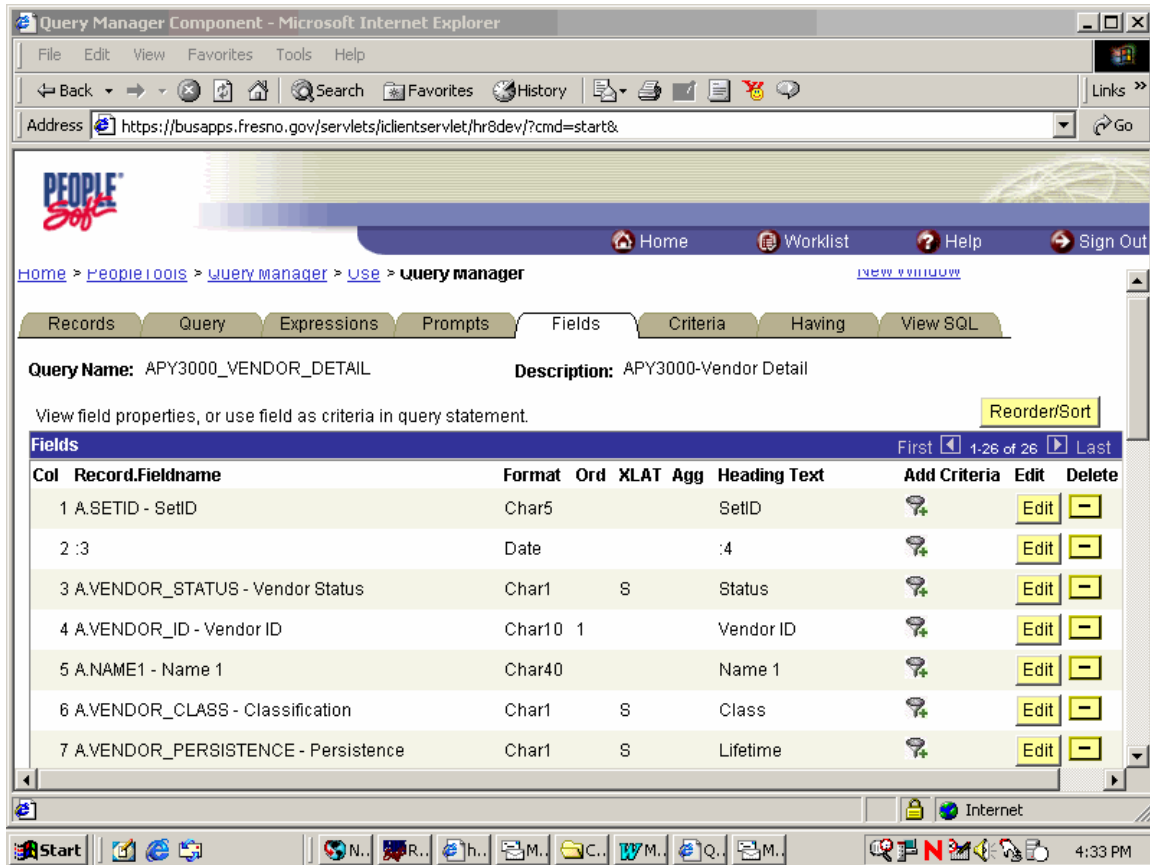
javascript:submitAction_main0(document.main0,'QRYSELECT_WRK_QRYRENAME\$0');

Internet

Start G N H C h P M C M W M 1:56 PM

You can choose to edit a query by clicking on it, or take actions of Delete, Rename or Run. Clicking on the Query name, will bring up the query for editing.

Here, the first query listed is selected:



Details on editing options are explained later in this manual.
To run a Query, click on the Run action-link from a listed query.

Any query prompts will be displayed, along with an action-button to 'View Results':

Query - Microsoft Internet Explorer

Address: https://busapps.fresno.gov/servlets/iclientservlet/hr8dev?ICType=Query&ICQryName=APY3000_VENDOR_DETAIL

APY3000_VENDOR_DETAIL - APY3000-Vendor Detail

SetID:

Vendor Status:

As of Date:

[View Results](#)

SetID	Status	Vendor ID	Name 1	Class	Lifetime	Withholding	Location	Descr	SetID	Vendor	Remitting	Ordering	Vendor	Returning
-------	--------	-----------	--------	-------	----------	-------------	----------	-------	-------	--------	-----------	----------	--------	-----------

After entering prompt values, click the 'View Results' button.

Shown below are results from the entered prompts.

SetID:

Vendor Status:

As of Date:

Download results in : [Excel Spreadsheet](#) [CSV Text File](#) (25 kb)

[View All](#)

	SetID	:4	Status	Vendor ID	Name 1	Class	Lifetime	Withholding	Location	Descr	SetID	Vendor	Remitt
1	FRSNO	01/02/2002	Approved	G00001	ACS Inc	HRMS	Regular	N	LOCATION 1	ACS Inc	USA	G00001	1
2	FRSNO	01/02/2002	Approved	G000010	Contra Costa County	HRMS	Regular	N	LOCATION 1	Contra Costa County	USA	G000010	1
3	FRSNO	01/02/2002	Approved	G000011	Enmark, M. Nelson	HRMS	Regular	N	LOCATION 1	Enmark, M. Nelson	USA	G000011	1

Query results can be downloaded to Excel, text, or a Printer. Action-links for Excel & Text downloads are underlined in blue.

Choosing Rename, on Query List item prompts for a new name:

Query Manager Component - Microsoft Internet Explorer

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Address <https://busapps.fresno.gov/servlets/iclientservlet/hr8dev?cmd=start&> Go

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Home Worklist Help Sign Out

Home > PeopleTools > Query Manager > Use > Query Manager [New Window](#)

Query Manager

Find an Existing Query

Search by: Name begins with *Query Type: User

[Create New Query](#)

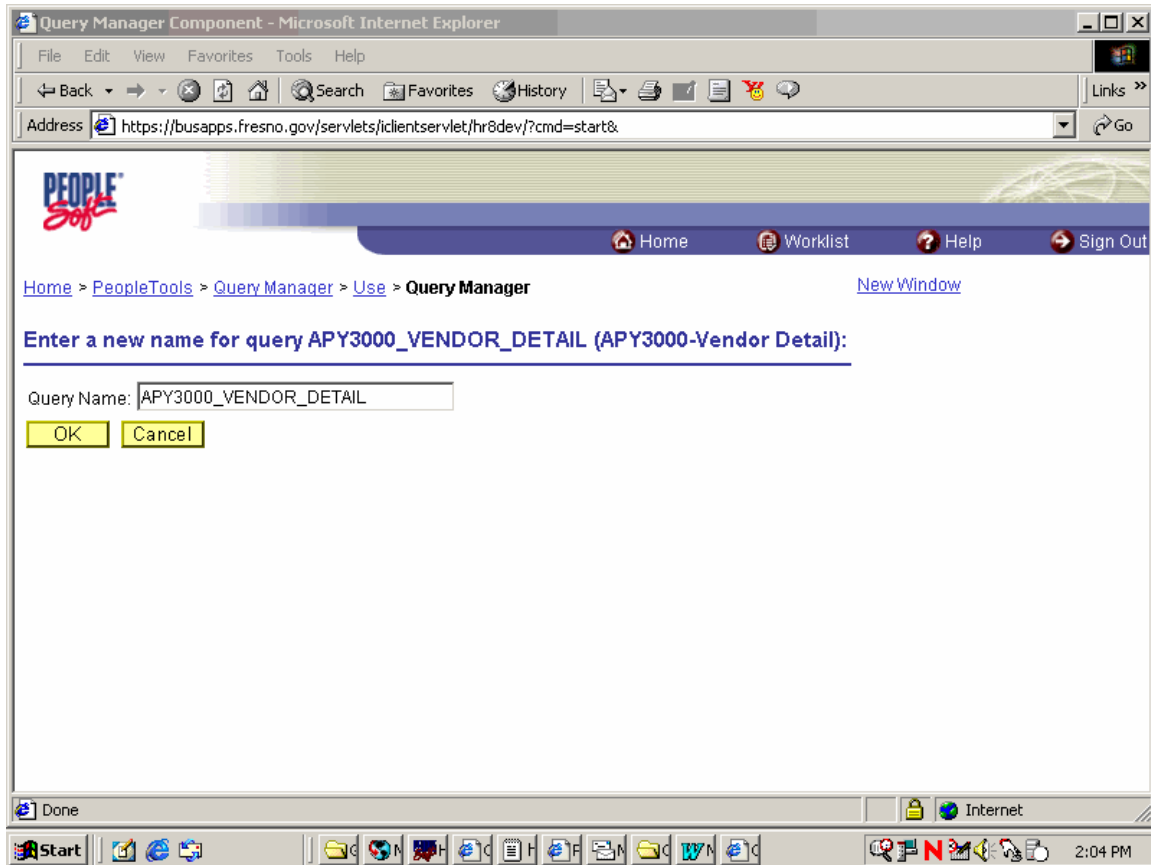
Search Results Too many items met your search criteria. Only the first 300 items displayed.

Query	View All	First	1-30 of 300	Last
APY3000_VENDOR_DETAIL	APY3000-Vendor Detail	Public	Delete Rename Run	
APY3001_AP_VENDOR_SUMMARY	APY3001-AP Vendor Summary	Public	Delete Rename Run	
BAS_ENROLL_TXT	Benefits Enrollment Text	Public	Delete Rename Run	
BEN1XDET	BEN1XDET	Public	Delete Rename Run	
BEN1XSUM	BEN1XSUM	Public	Delete Rename Run	
CAN01_CANADIAN_EMPLOYEES	CAN01-Canadian Employees	Public	Delete Rename Run	

javascript:submitAction_main0(document.main0,'QRYSELECT_WRK_QRYRENAME\$0');

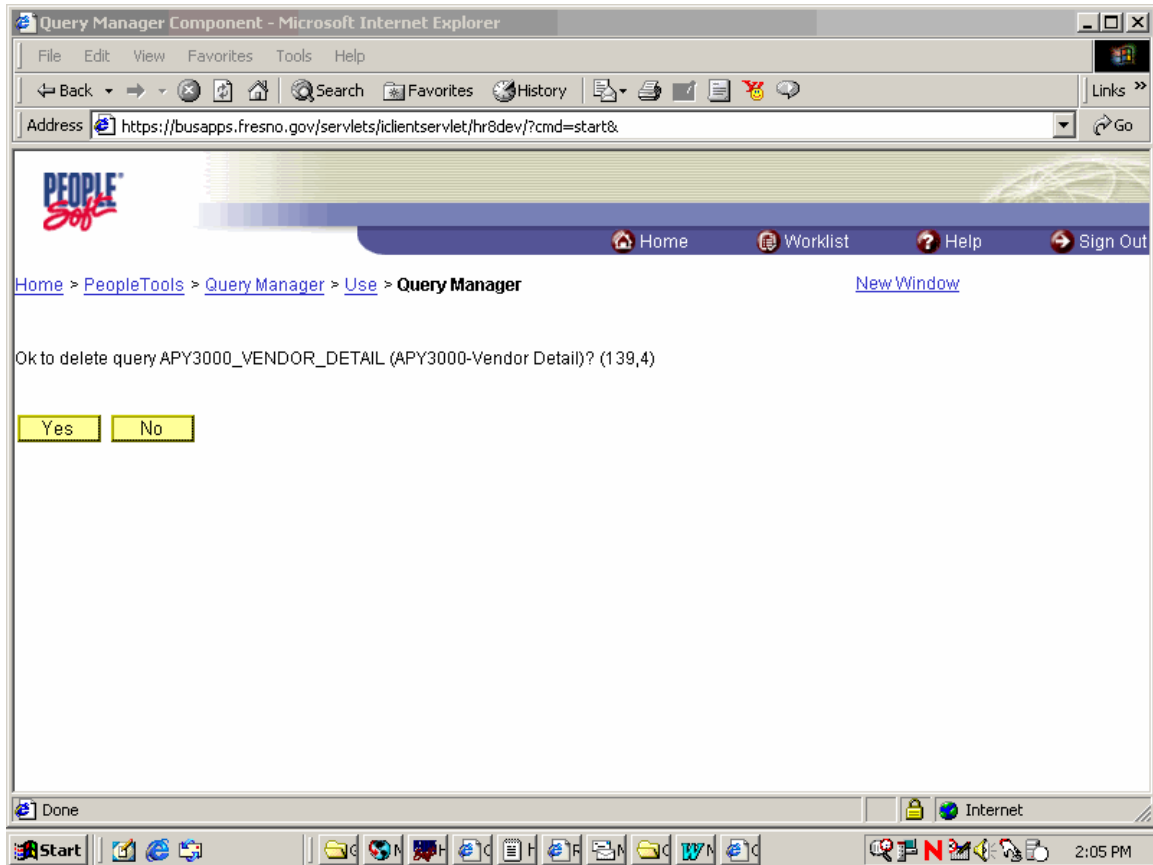
Internet 1:56 PM

You may enter a query-name, or select from the search list:



You may enter a new name for the query. Then click OK to confirm or click Cancel.

Choosing Delete, on a Query List item will prompt for a new name as follows:



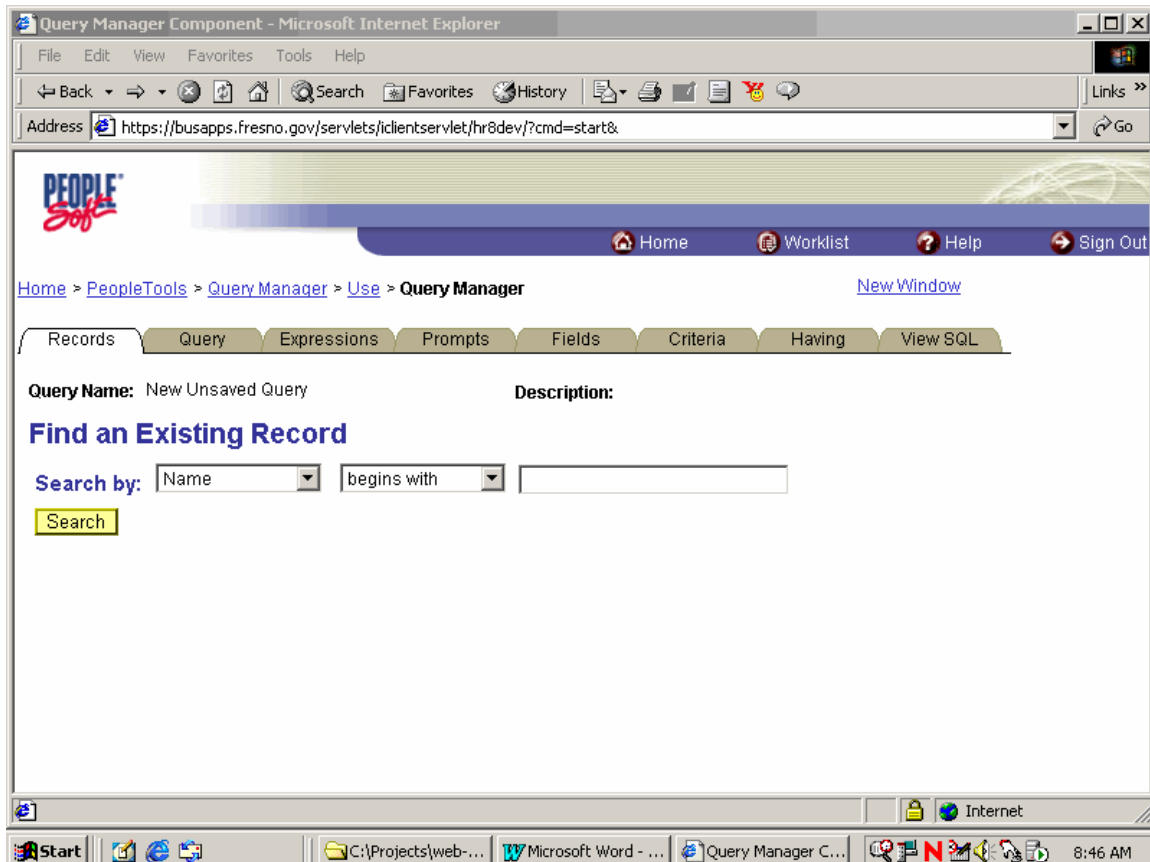
Click either Yes or No, to delete the query.

Creating new Queries.

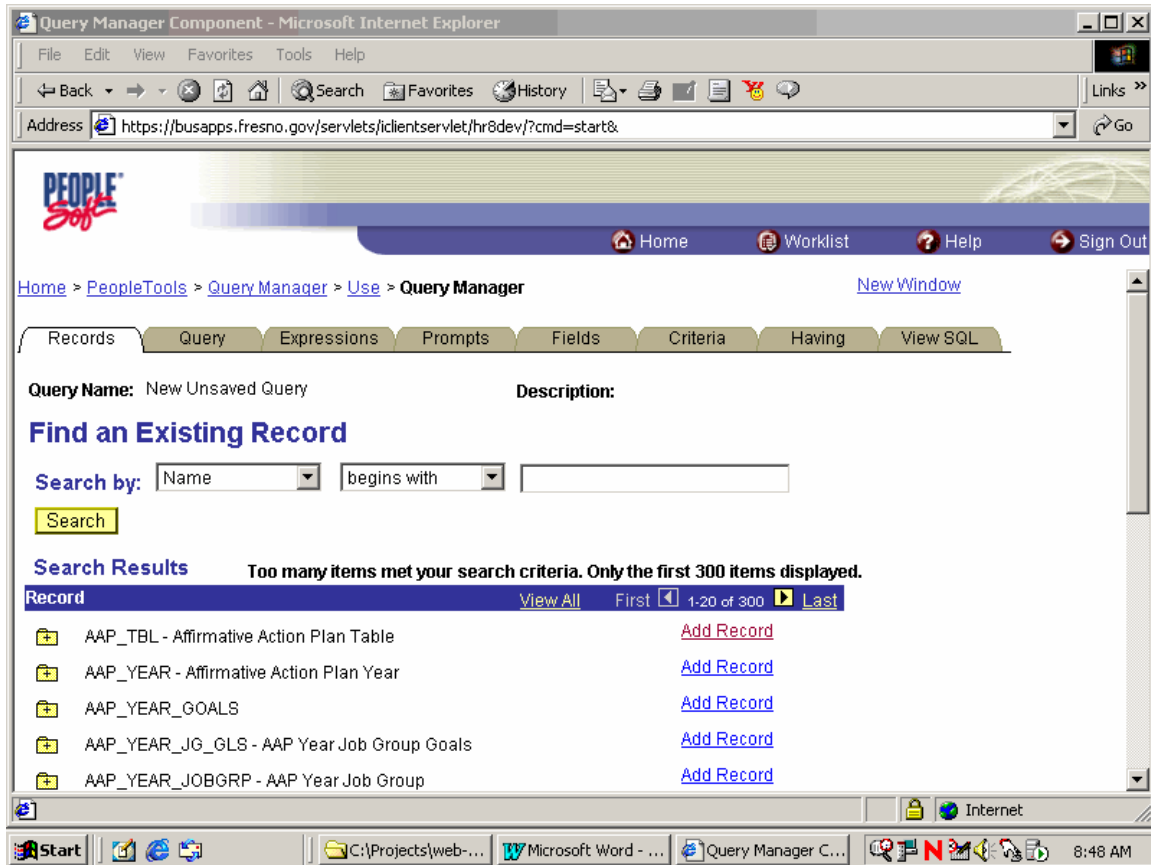
The Query Manager gives a user the ability to create new queries, modify existing queries, and save a query. A Query definition may be specified for a User, Role, or Process, depending on the chosen Query Type. The default Query Type is User, where queries are saved as private queries and are accessible only by the user.

To create a new Query, click on the tab 'Create New Query'.

This will prompt for Records, to be used to choose fields for the query. Enter the first few letters of the desired record to refine the desired search:

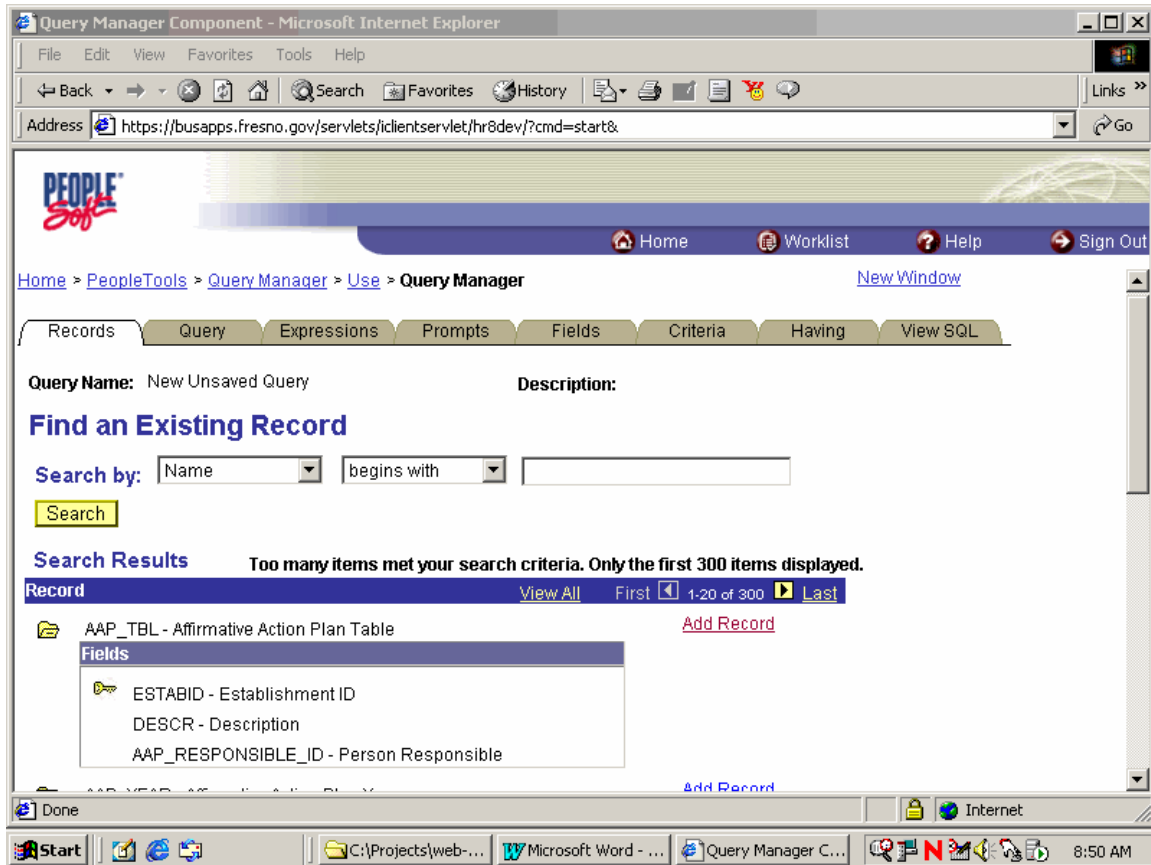


The Lookup displays available records.



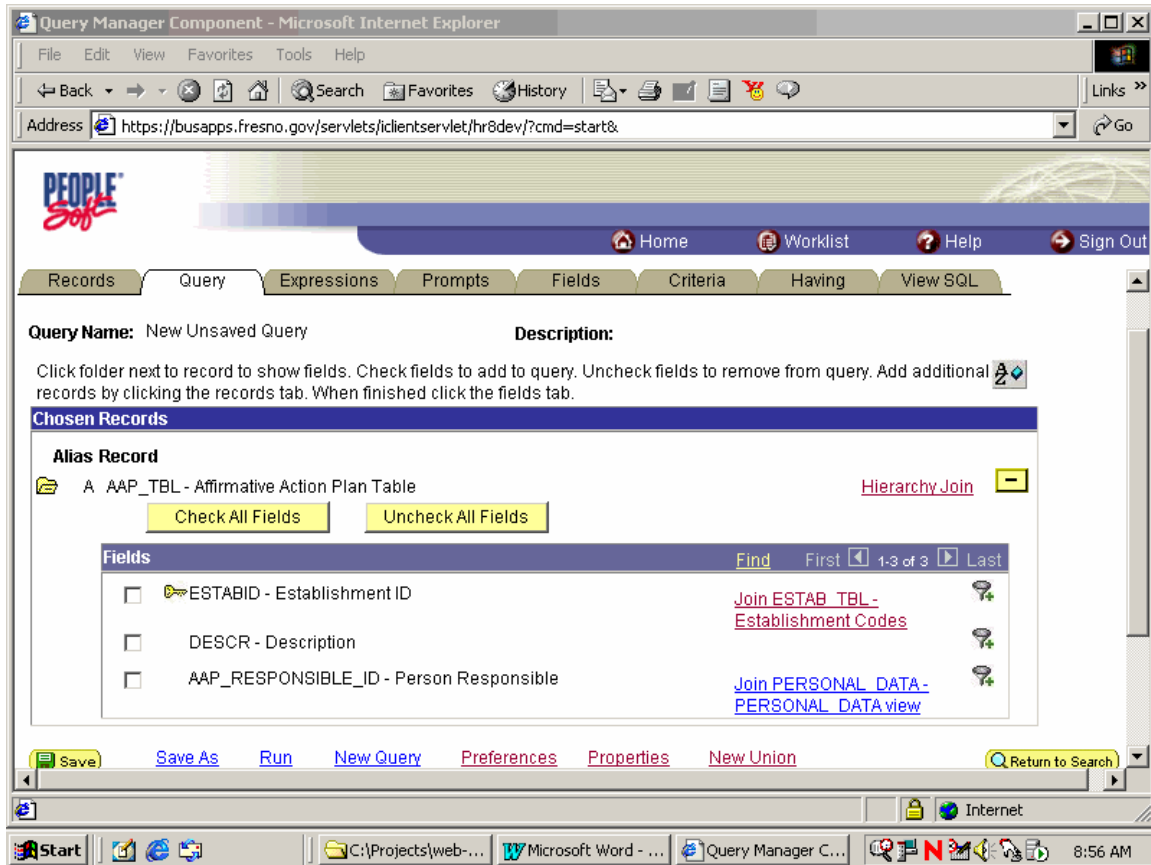
You may expand a record by clicking the yellow-folder with a '+' symbol .

Shown below is the AAP_TBL expanded, with it's fields listed:



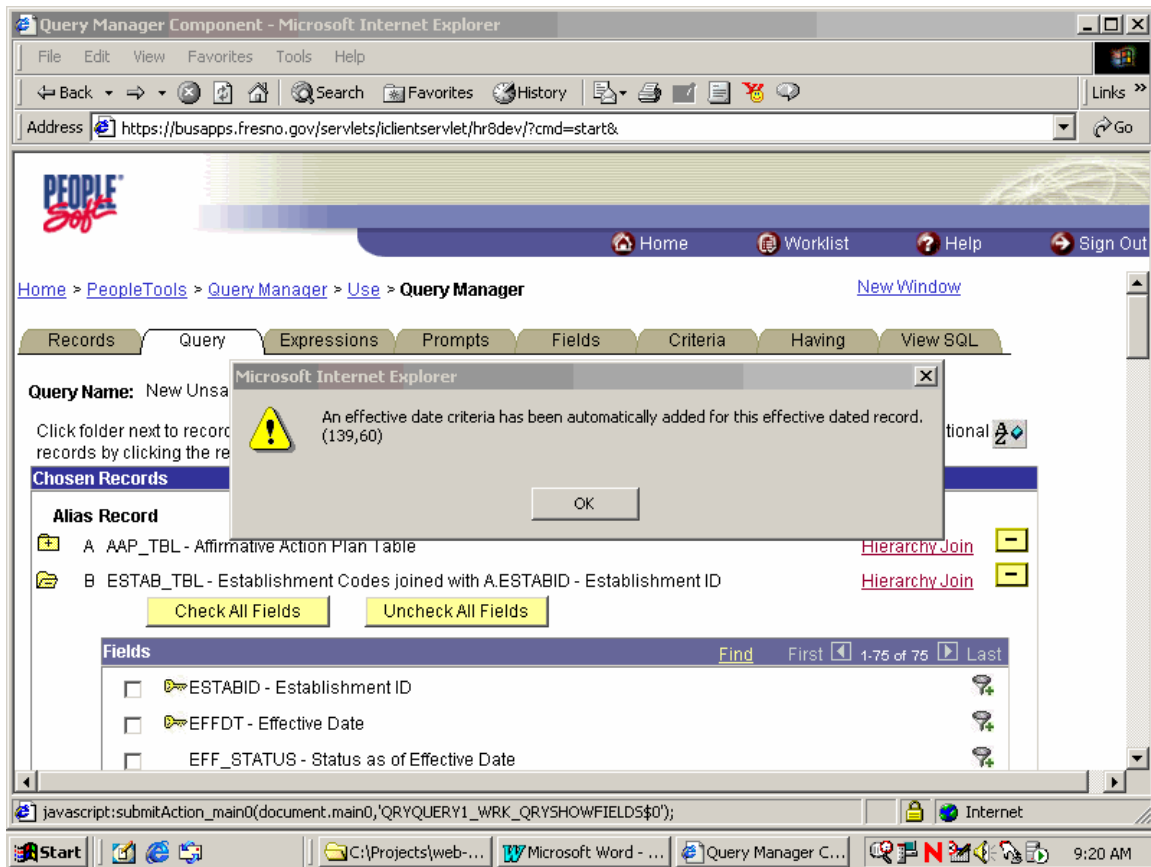
You may add a record - for the query's use - by clicking the 'Add Record' action-link.

The record will be displayed in the Chosen Records dialogue box:



You may individually check Fields for use, or use the "Check All Fields" or "Uncheck All Fields" buttons. Choosing to Join one of the Fields - to related table under the 'Find' tab - will bring in that table's records for the query.

In the above example, clicking on "Join ESTAB-TBL" produces:



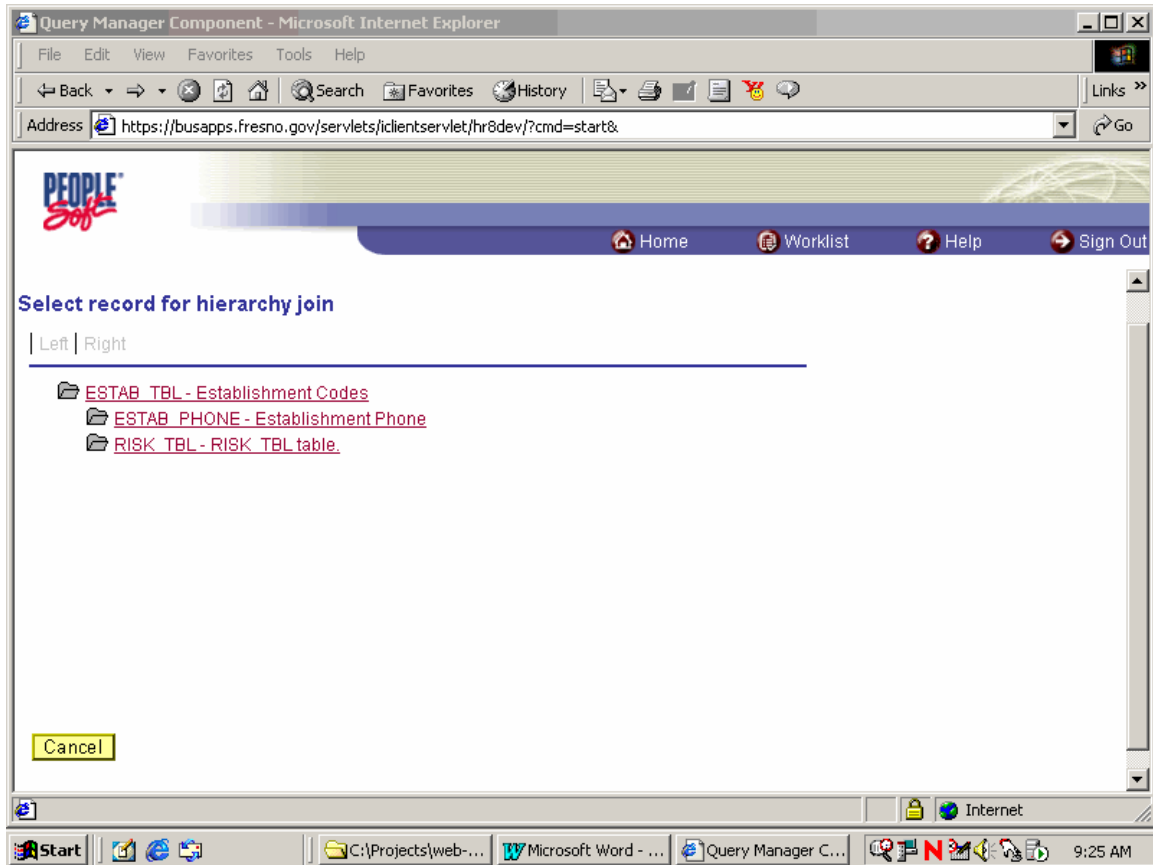
The ESTAB_TBL is now in the 'Chosen Records' list.

Note, the system will automatically insert effective-date-criteria for effective dated records. This is shown in the warning caption above.

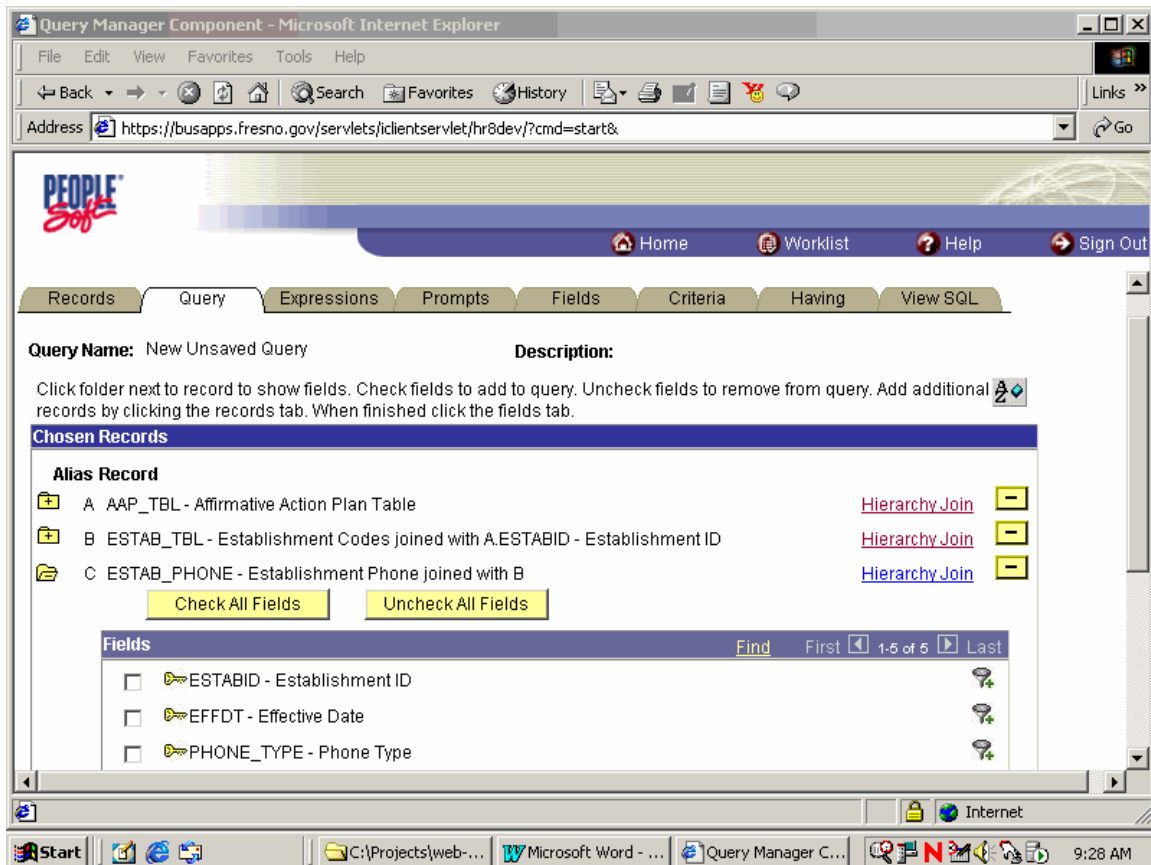
The query is capable of higher level joins. For instance, on record ESTAB_TBL, clicking on '[Hierarchy Join](#)' link allows selection of tables to join.

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In this instance, the 'ESTAB PHONE' & 'RISK TBL', along with ESTAB_TBL itself, are valid records for the hierarchy join:

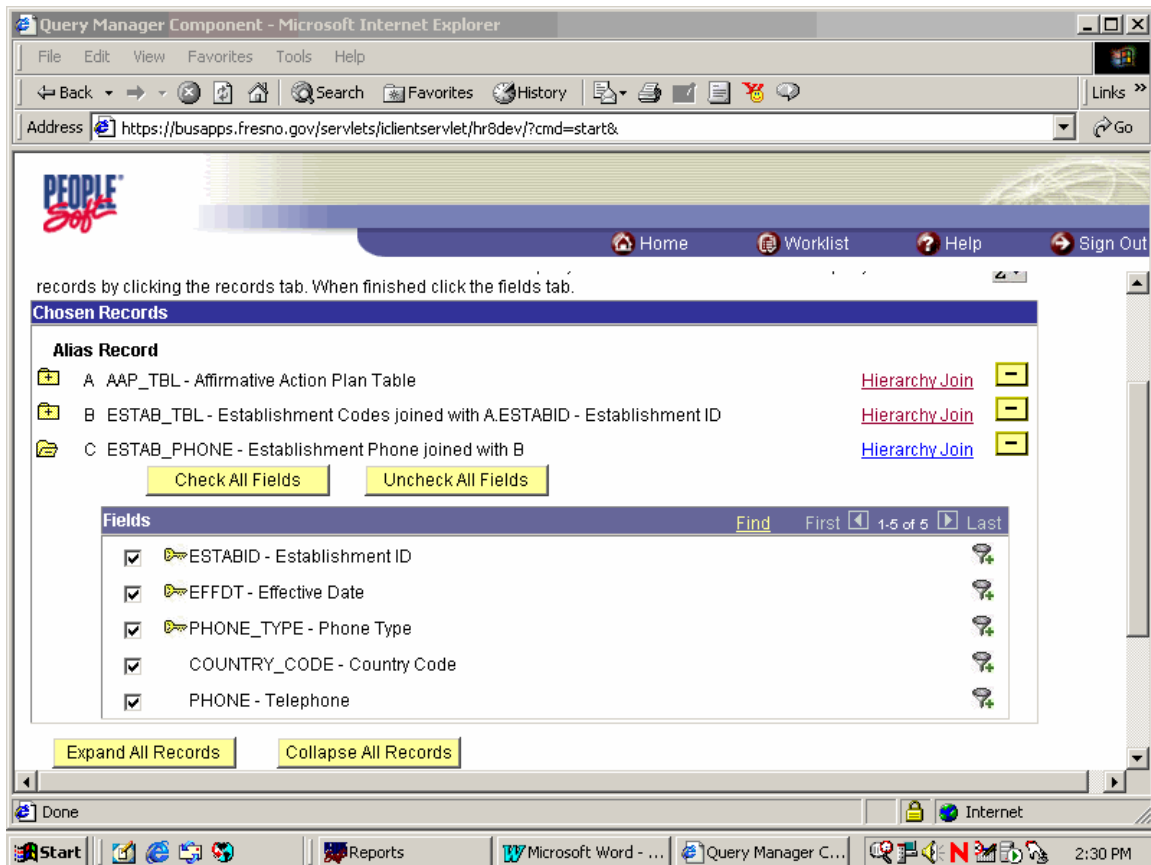


For this example, the ESTAB_PHONE record is selected:



The expanded join table (ESTAB_PHONE) is displayed as a Chosen Record, You may individually check Fields for use, or use the 'Check All Fields' or 'Uncheck All Fields' buttons.

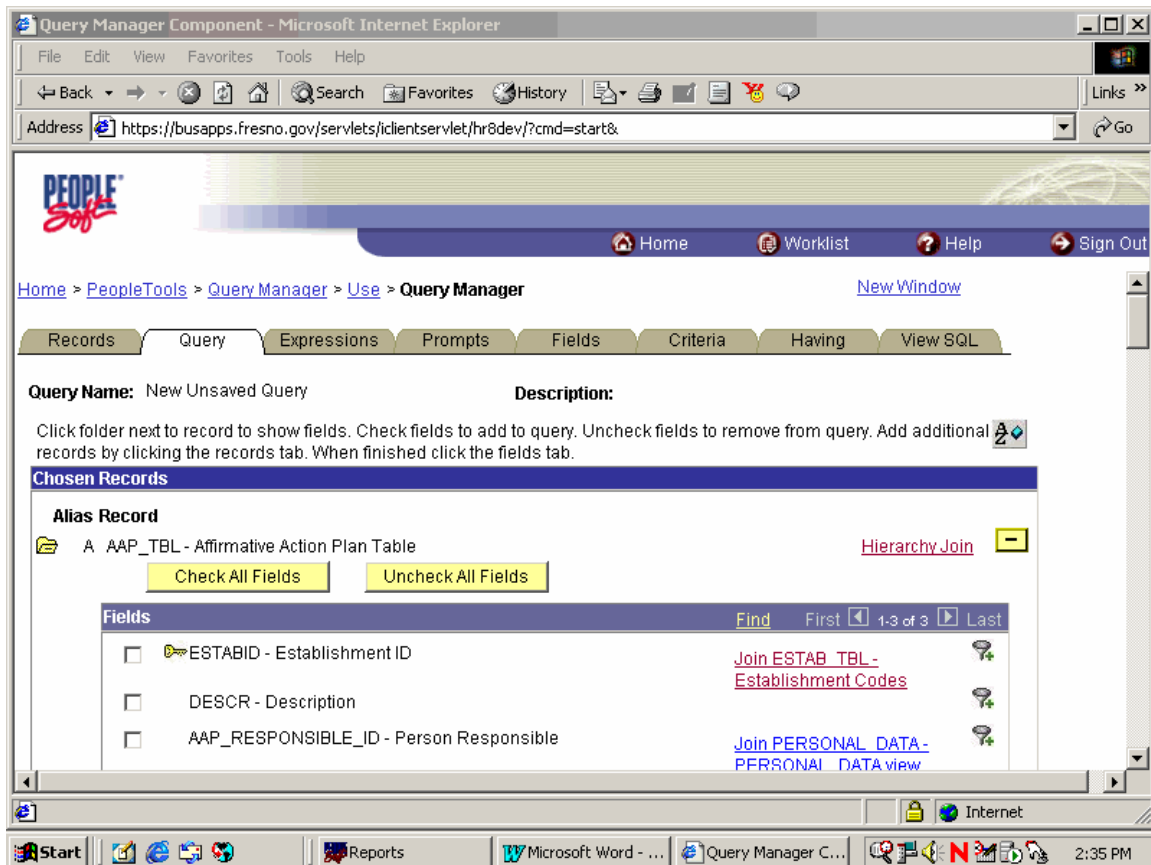
Below is the result of clicking 'Check All Fields'.



An individual folder may be expanded or collapsed by clicking on the Yellow-Folder icon (showing a '+' or '-' indicator under 'Alias Record').

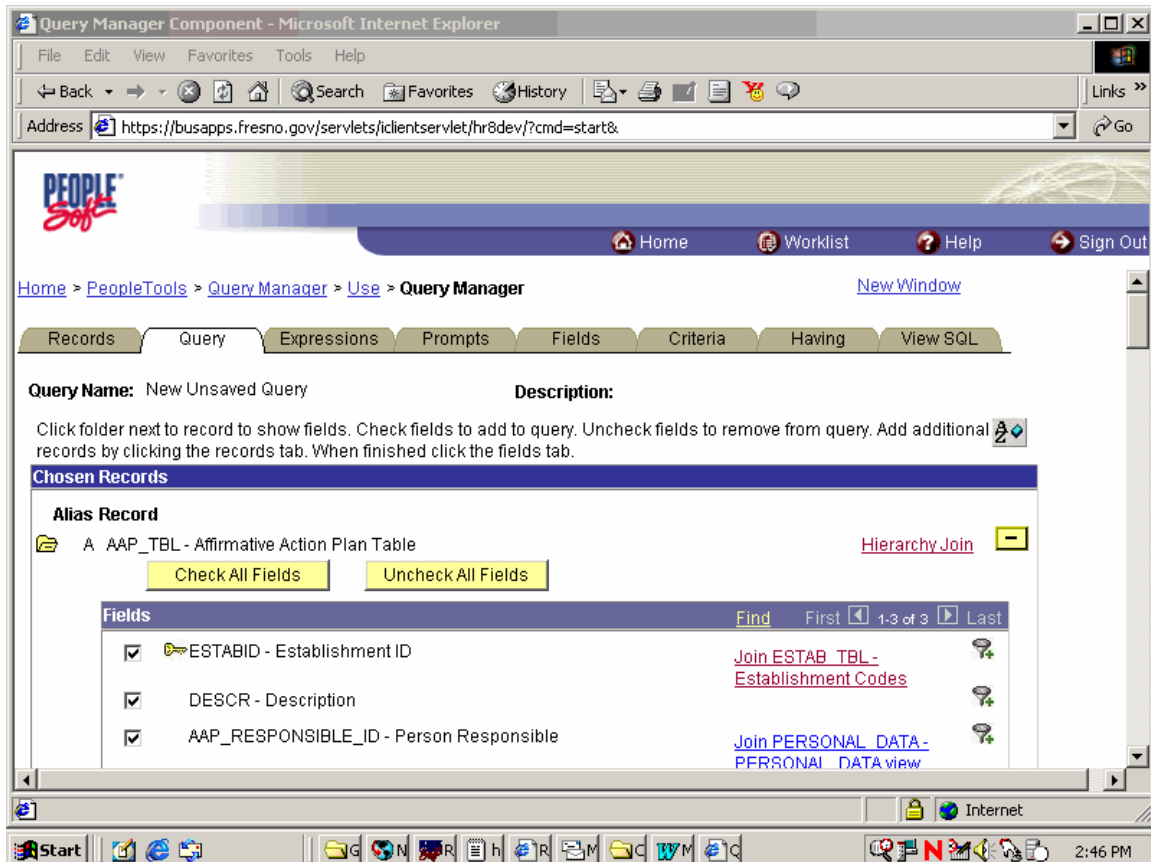
This action can be applied to all records via the 'Expand All Records' and 'Collapse All Records' buttons.

Here 'Expand All Records' results are shown:



All records are shown, with fields expanded, by scrolling downward.

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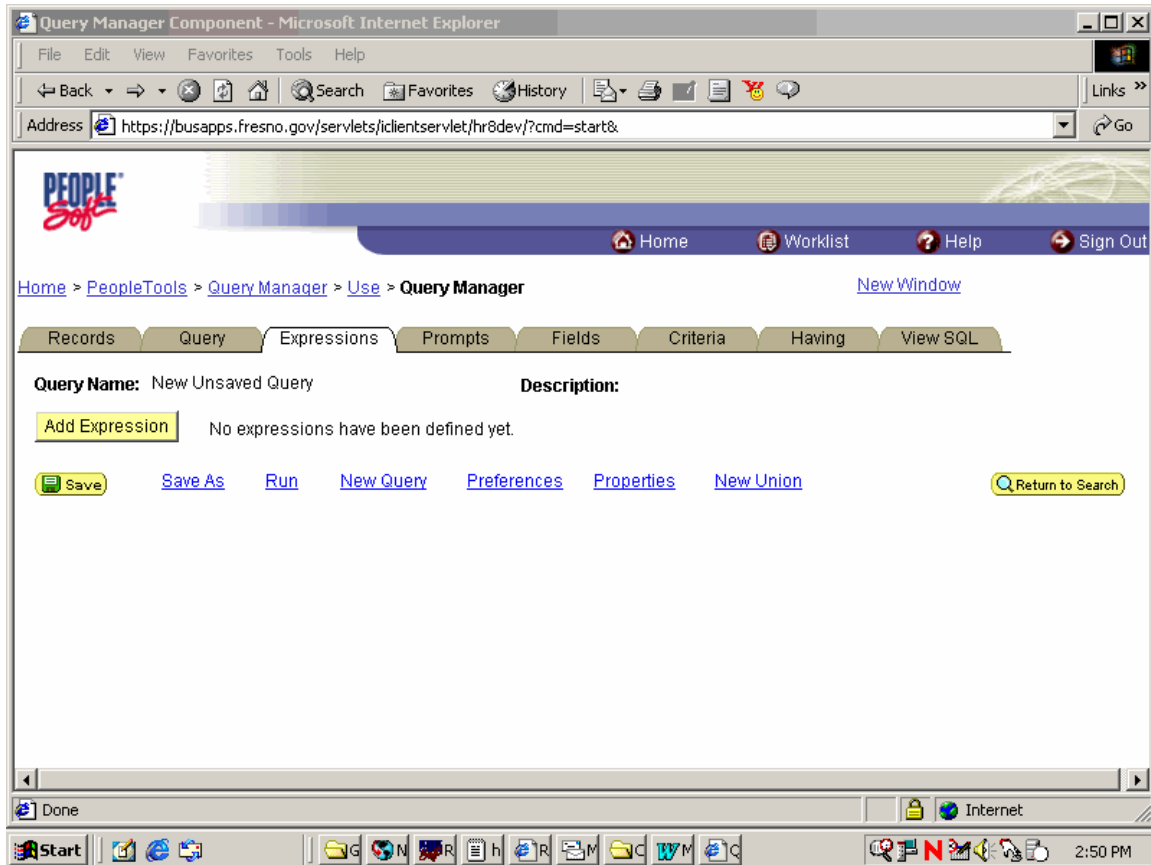
Note a 'Hierarchy Join' may be added by clicking its Action-link. Also, if a hierarchy join exists, it may be removed by clicking the '-' button next to the 'Hierarchy Join' link.

So far, the 'Records' & 'Query' tabs have been used. The Query Manager also provides these Action-Tabs:

'Expressions', 'Prompts', 'Fields', 'Criteria', 'Having' and 'View SQL'.

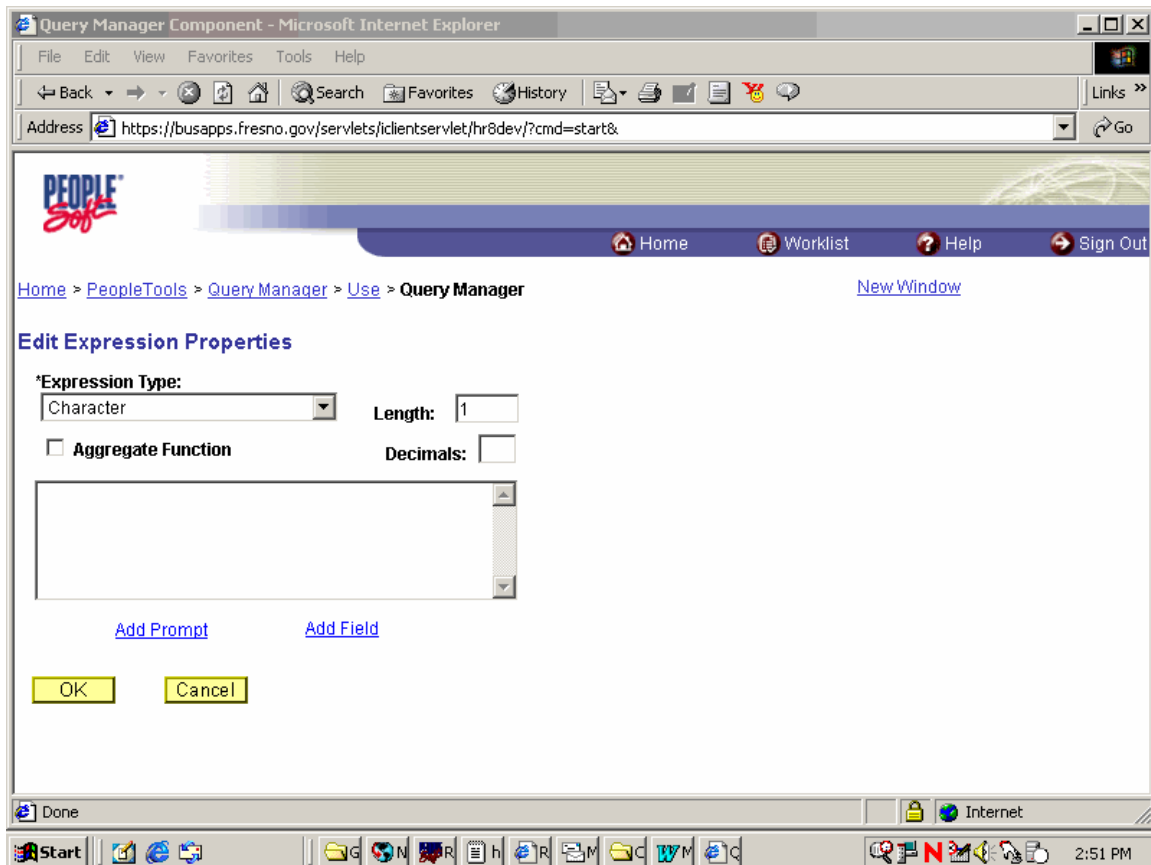
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Clicking on the 'Expressions' tab will display existing expressions, and allow modification, or a new expression may be added.



The 'Add Expression' button is used to add an expression.
Expressions may be defined for use as selection Criteria, under the Criteria tab.
If you attempt to add criteria, using an expression before any are defined, an error occurs preventing this.

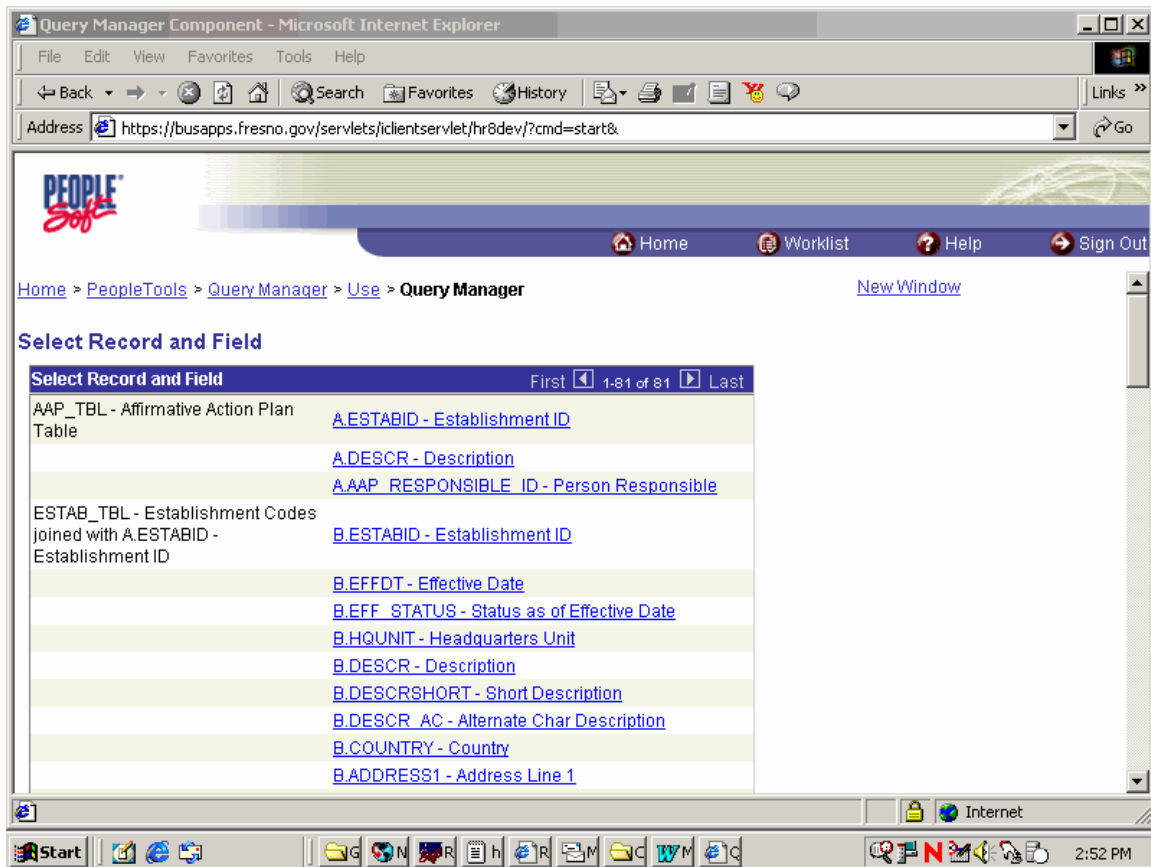
Clicking this button displays an 'Expression Properties' window:



You may specify the Type, Length, Decimals & 'Aggregate Function' properties. The main function is to 'Add Prompt' or 'Add Field' to base the expression on. After updating Type, Length, Decimals & 'Aggregate Function', you may click on 'Add Prompt' or 'Add Field'.

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For instance, clicking 'Add Field' displays all fields available to build the expression:



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Query Manager Component - Microsoft Internet Explorer

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Home Worklist Help Sign Out

Home > PeopleTools > Query Manager > Use > Query Manager [New Window](#)

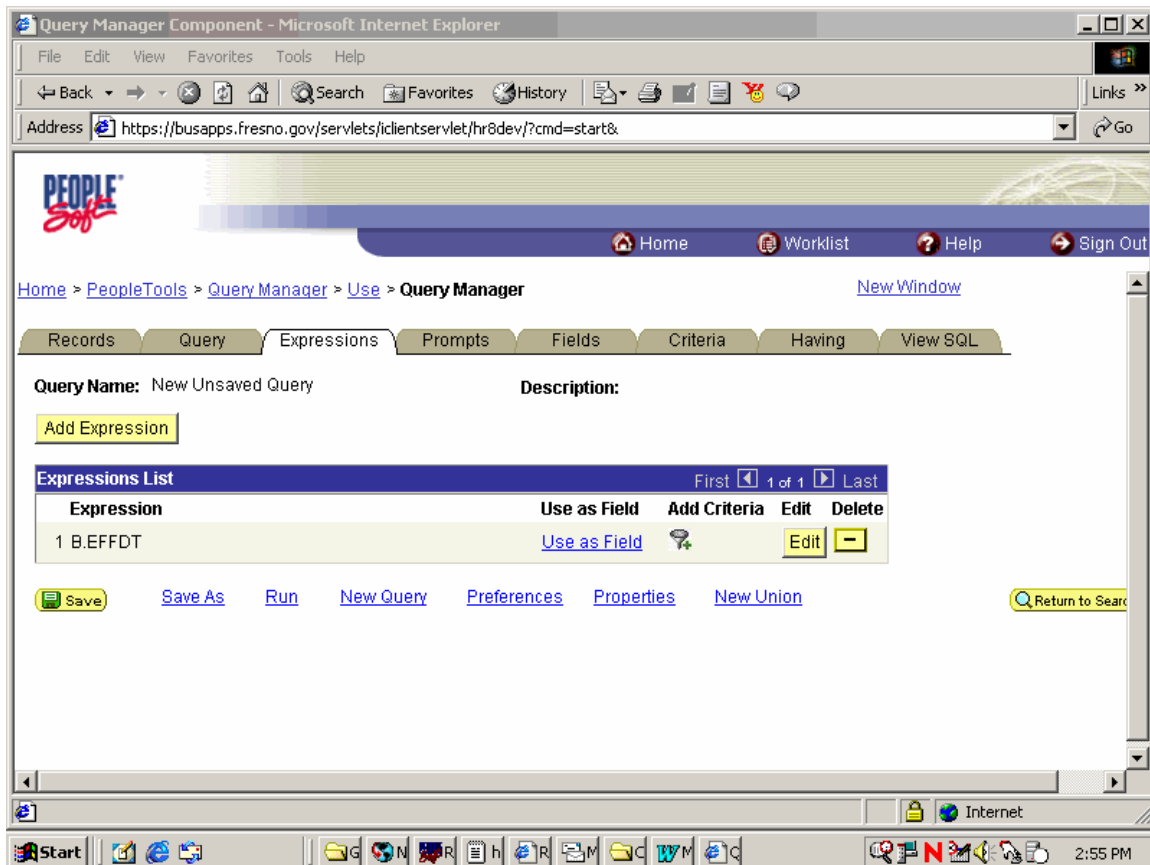
Select Record and Field

Select Record and Field First 1-81 of 81 Last

AAP_TBL - Affirmative Action Plan Table	A. ESTABID - Establishment ID
	A. DESCR - Description
	A. AAP_RESPONSIBLE_ID - Person Responsible
ESTAB_TBL - Establishment Codes joined with A. ESTABID - Establishment ID	B. ESTABID - Establishment ID
	B. EFFDT - Effective Date
	B. EFF_STATUS - Status as of Effective Date
	B. HQUNIT - Headquarters Unit
	B. DESCR - Description
	B. DESCRSHORT - Short Description
	B. DESCR_AC - Alternate Char Description
	B. COUNTRY - Country
	B. ADDRESS1 - Address Line 1

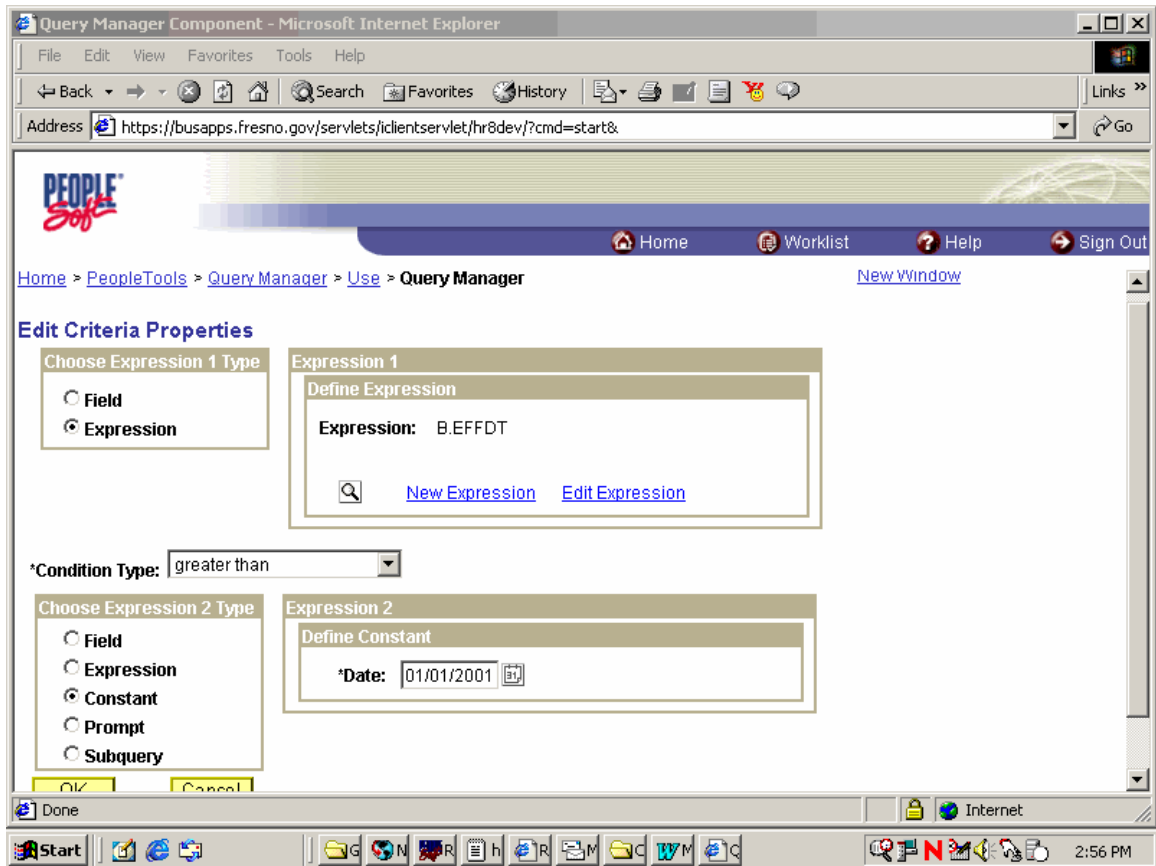
Start Internet 2:52 PM

Choose a field from the list, and it is returned to the Expression Properties page:



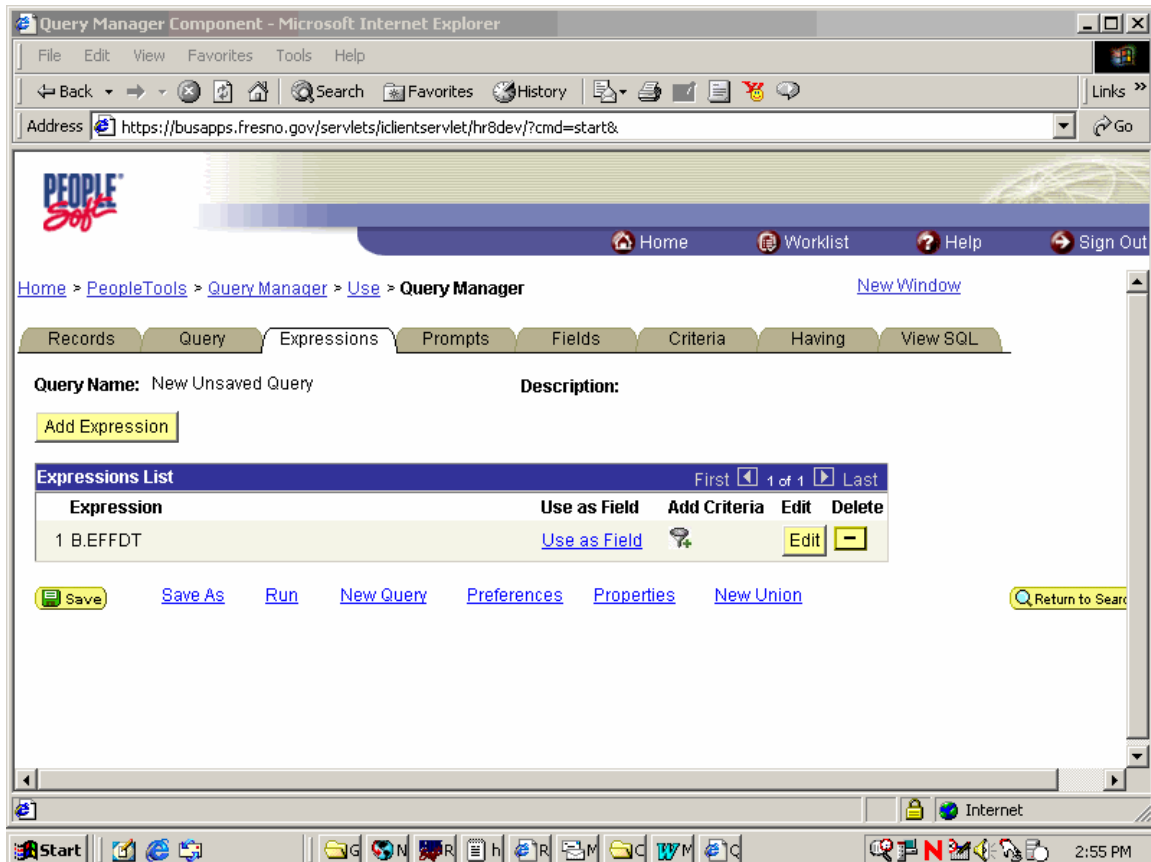
You can click on the 'Add Criteria' icon (a gray-funnel & green '+' symbol). This will display the 'Edit Criteria Properties' page, which allows a 'Condition Type' to be chosen to build the expression. The chosen expression field (1) will be compared, by the 'Condition Type' to the selected 'Expression 2' value. The 'Expression 2' may be selected as a Field, Expression, Constant, Prompt or SubQuery. Based on the 'Expression 2 Type', a value dialogue box allows entry of the Expression 2 value. In the case displayed below, the Expression 2 is defined as a constant with a Date value entered.

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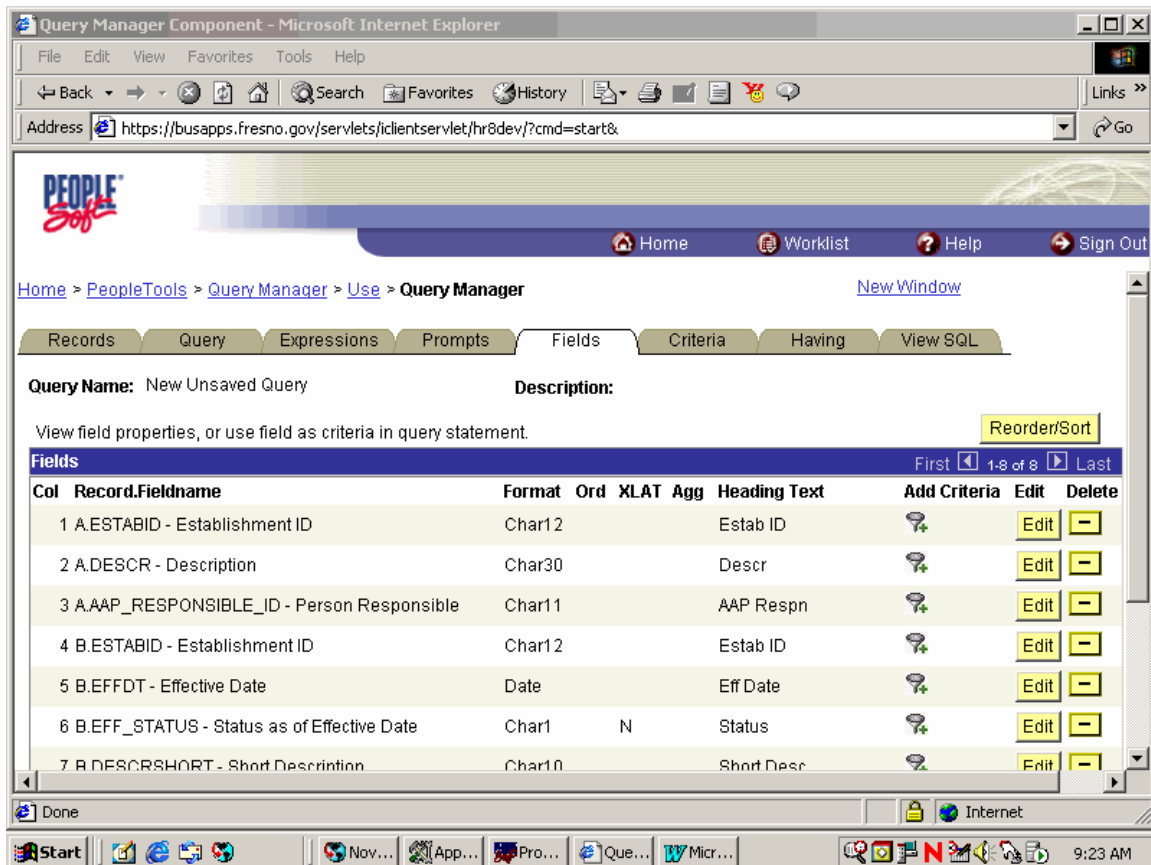
After clicking the 'OK' button, the expression list is displayed again. You may add, edit or delete expressions here.

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Clicking on the 'Use as Field' link will add the Expression as a Field to be listed in the Query output. A list of all Query Output fields is displayed with the Expression added to the list.

This display is the same as clicking on the 'Fields' action-tab:



Clicking on the 'Edit' button, for a Fieldname, will present the Edit Field Properties dialogue window.

In this case, the edit is upon B.EFF_STATUS:

The screenshot shows the 'Edit Field Properties' dialog box in the PeopleSoft Query Manager. The dialog is titled 'Edit Field Properties' and has a 'Field:' label with the text 'B.EFF_STATUS - Status as of Effective Date'. Below this, there are several sections: 'Column' with a 'Column:' label and a text box containing '6'; 'Heading' with radio buttons for 'No Heading', 'RFT Short', 'Text', and 'RFT Long', a 'Heading Text:' label with a text box containing 'Status', and a 'Unique Field Name:' label with a text box containing 'B.EFF_STATUS'; 'Order By' with a 'Order By Number:' label and a text box, and a checkbox for 'Descending'; 'Aggregate' with radio buttons for 'None', 'Sum', 'Count', 'Min', 'Max', and 'Average'; and 'Translate Value' with radio buttons for 'None', 'Short', and 'Long', and a section for 'Effective Date for Short/Long' with radio buttons for 'Current Date', 'Field', and 'Expression'. There are also 'Add Prompt' and 'Add Field' links. At the bottom of the dialog are 'OK' and 'Cancel' buttons. The background shows the PeopleSoft web interface with a navigation bar and a breadcrumb trail: 'Home > PeopleTools > Query Manager > Use > Query Manager'. The browser address bar shows 'https://busapps.fresno.gov/servlets/iclientservlet/hr8dev?cmd=start&'. The Windows taskbar at the bottom shows the Start button and several open applications: Novell, Applic..., Proces..., Query..., and Micros... The system clock shows 9:54 AM.

The Field attributes may be modified, given a Field's definition.
Note the Aggregate Function here allows specification of an Aggregate Field for use in a 'Having' clause within the selection definition.

Clicking on the 'ReOrder/sort' link allows re-sorting as follows:

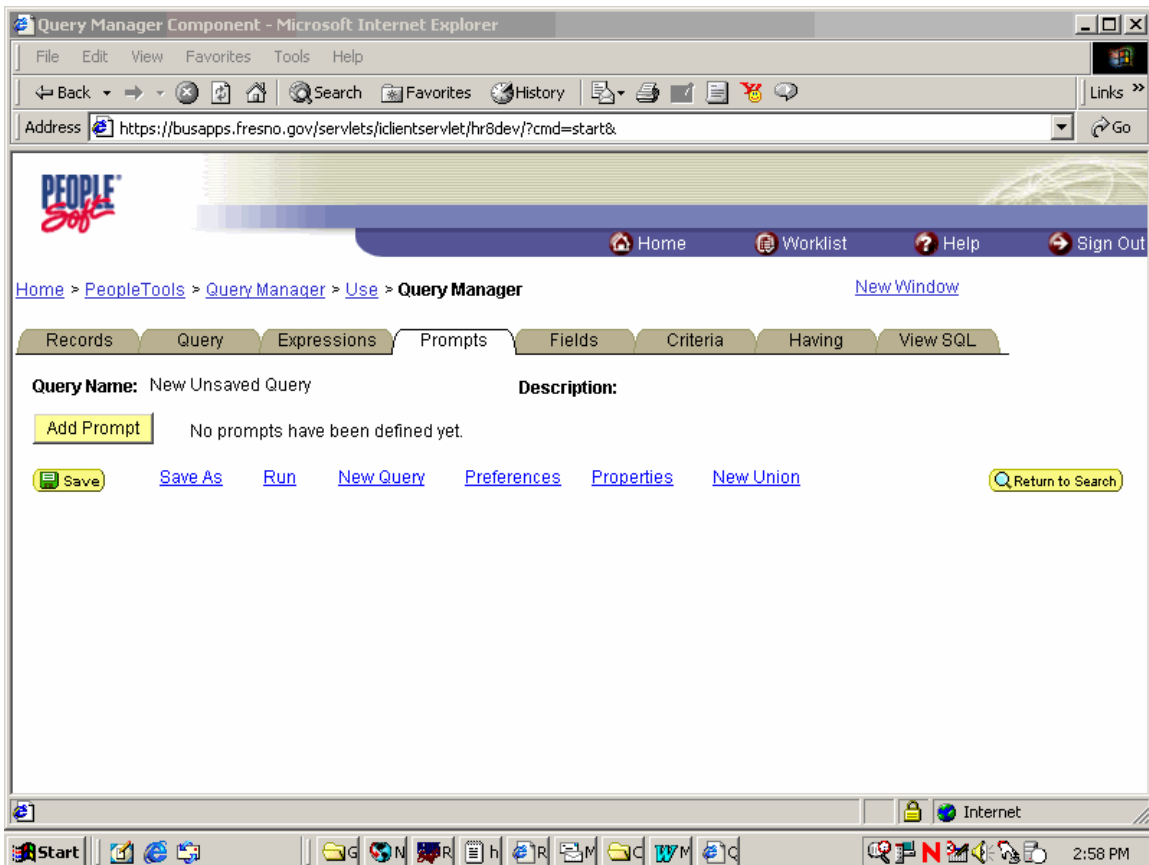
The screenshot shows a Microsoft Internet Explorer window titled 'Query Manager Component - Microsoft Internet Explorer'. The address bar shows the URL: <https://busapps.fresno.gov/servlets/iclientservlet/hr8dev?cmd=start&>. The page displays the PeopleSoft logo and navigation links: Home, Worklist, Help, and Sign Out. Below the navigation bar, the breadcrumb trail is: Home > PeopleTools > Query Manager > Use > Query Manager. A 'New Window' link is also present. The main content area is titled 'Edit Field Ordering' and contains the following text: 'Reorder columns by entering column numbers on the left. Columns left blank or assigned a 0 will be automatically assigned a number. Change the order by number by entering numbers on the right. To remove an order by number, leave the field blank or enter 0.'

Edit Field Ordering				First	1-4 of 4	Last
New Column	Column	Record.Fieldname	Order By	Descending	New Order	By
<input type="text"/>	1	A.ESTABID - Establishment ID	<input type="checkbox"/>		<input type="text"/>	
<input type="text"/>	2	A.DESCR - Description	<input type="checkbox"/>		<input type="text"/>	
<input type="text"/>	3	A.AAP_RESPONSIBLE_ID - Person Responsible	<input type="checkbox"/>		<input type="text"/>	
<input type="text"/>	4	B.EFFDT - Effective Date	<input type="checkbox"/>		<input type="text"/>	

At the bottom of the dialog are 'OK' and 'Cancel' buttons.

Click OK or Cancel after entering Field Ordering Info. This returns you to the main Query Editor.

Clicking on the 'Prompts' tab allows prompt definition for the query:



Clicking on the 'Add prompt' button initiates that action. The Edit Prompt properties dialogue window is displayed.

Click on a Prompt Field to select it. You may also specify field-type, format, length, decimals, edit-type, heading-type, heading-text and unique prompt-name. In this example, the field AAP_RESPONSIBLE_ID is chosen as the prompt field, and it's specified to work against the AAP_YEAR_GOALS table.

The screenshot shows the 'Edit Prompt Properties' dialog box within the 'Query Manager Component - Microsoft Internet Explorer' window. The browser address bar shows 'https://busapps.fresno.gov/servlets/iclientervlet/hr8dev/?cmd=start&'. The PeopleSoft logo is visible in the top left corner of the web page. The breadcrumb navigation is 'Home > PeopleTools > Query Manager > Use > Query Manager'. The 'Edit Prompt Properties' dialog has the following fields:

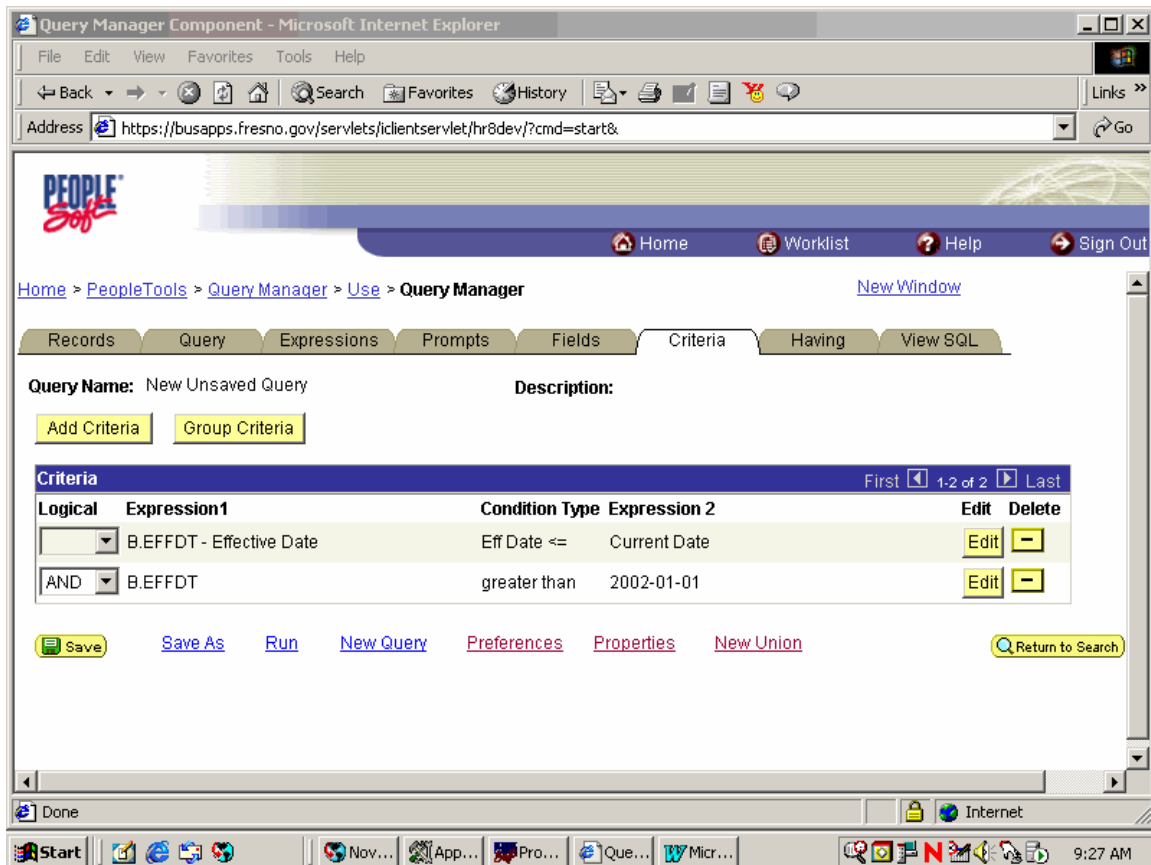
- Field:** A search icon followed by 'AAP_RESPONSIBLE_ID'.
- *Heading Type:** A dropdown menu showing 'RFT Short'.
- *Type:** A dropdown menu showing 'Character'.
- Heading Text:** A text box containing 'AAP Respn'.
- *Format:** A dropdown menu showing 'Upper'.
- *Unique Prompt Name:** A text box containing 'BIND1'.
- Length:** A text box containing '11'.
- Decimals:** An empty text box.
- *Edit Type:** A dropdown menu showing 'Prompt Table'.
- Prompt Table:** A search icon followed by 'AAP_YEAR_GOALS'.

At the bottom of the dialog are 'OK' and 'Cancel' buttons. The browser's status bar at the bottom shows the time as 3:04 PM.

You may OK or Cancel the edited properties.

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Clicking on the Criteria tab displays the currently defined Query Selection Criteria for editing:



You can 'Add Criteria' here, or group existing criteria with parenthesis.

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Our example phrase is not complicated, however 'grouping' may be required in more complicated selections with multiple boolean operators ('and' 'or' criteria joins).

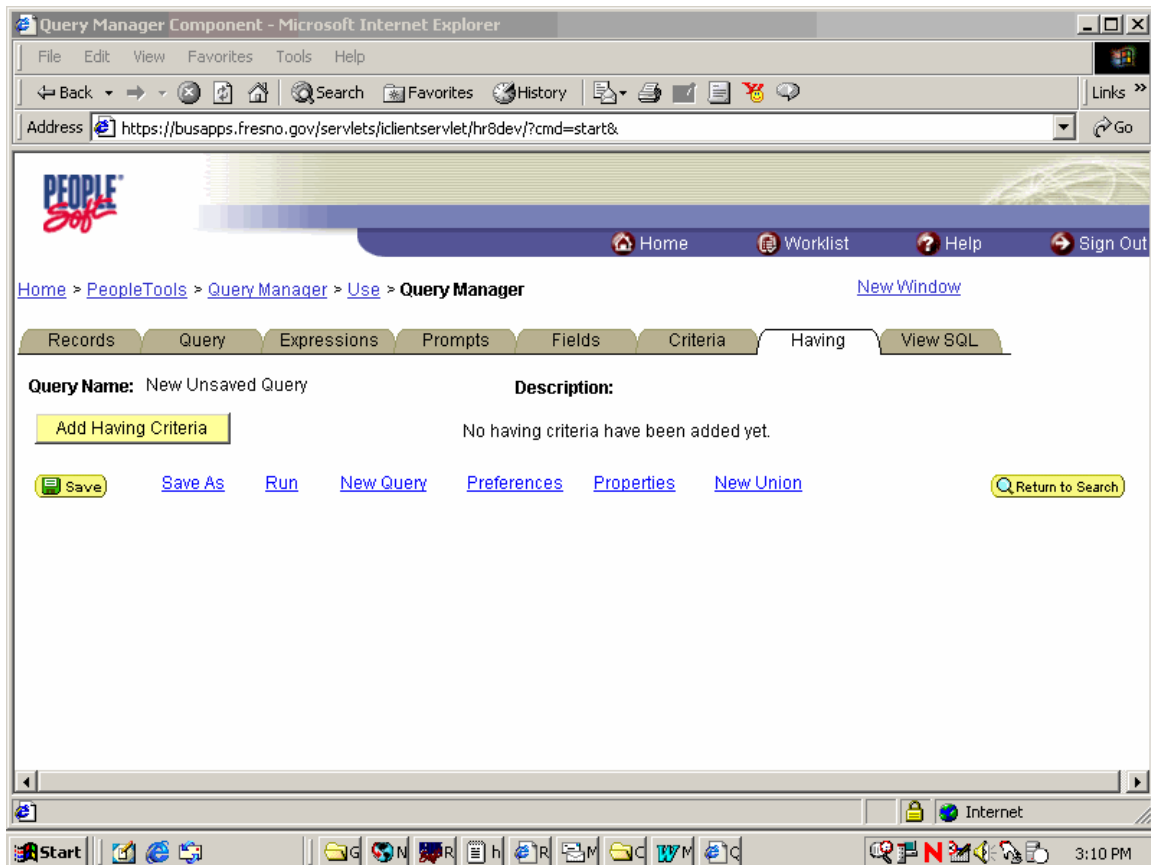
The screenshot shows a Microsoft Internet Explorer window titled 'Query Manager Component - Microsoft Internet Explorer'. The address bar shows the URL: <https://busapps.fresno.gov/servlets/iclientservlet/hr8dev?cmd=start&>. The page displays the PeopleSoft logo and navigation links: Home, Worklist, Help, and Sign Out. Below the navigation bar, the breadcrumb trail is: Home > PeopleTools > Query Manager > Use > Query Manager. A 'New Window' link is also present. The main heading is 'Edit Criteria Grouping'. Below the heading, a instruction reads: 'Use the edit boxes to enter parenthesis for each criteria. Use only the '(' and ')' characters.' The 'Edit Criteria Grouping' dialog box contains a table with the following structure:

Edit Criteria Grouping				First	1-2 of 2	Last
Logical	Expression1	Condition Type	Expression 2			
	<input type="text"/> B.EFFDT - Effective Date	Eff Dt <=	Current Date	<input type="text"/>		
AND	<input type="text"/> B.EFFDT	>	2002-01-01	<input type="text"/>		

Below the table are two buttons: 'OK' and 'Cancel'.

You may OK, or Cancel edited changes (returning you to the Criteria page).

Let's examine the 'Having' tab. Initially no 'Having Criteria' will exist. Clicking this tab displays:



Clicking the 'Add Having Criteria' button allows you to build a Selection Criteria as a 'Having' clause in the SQL statement.

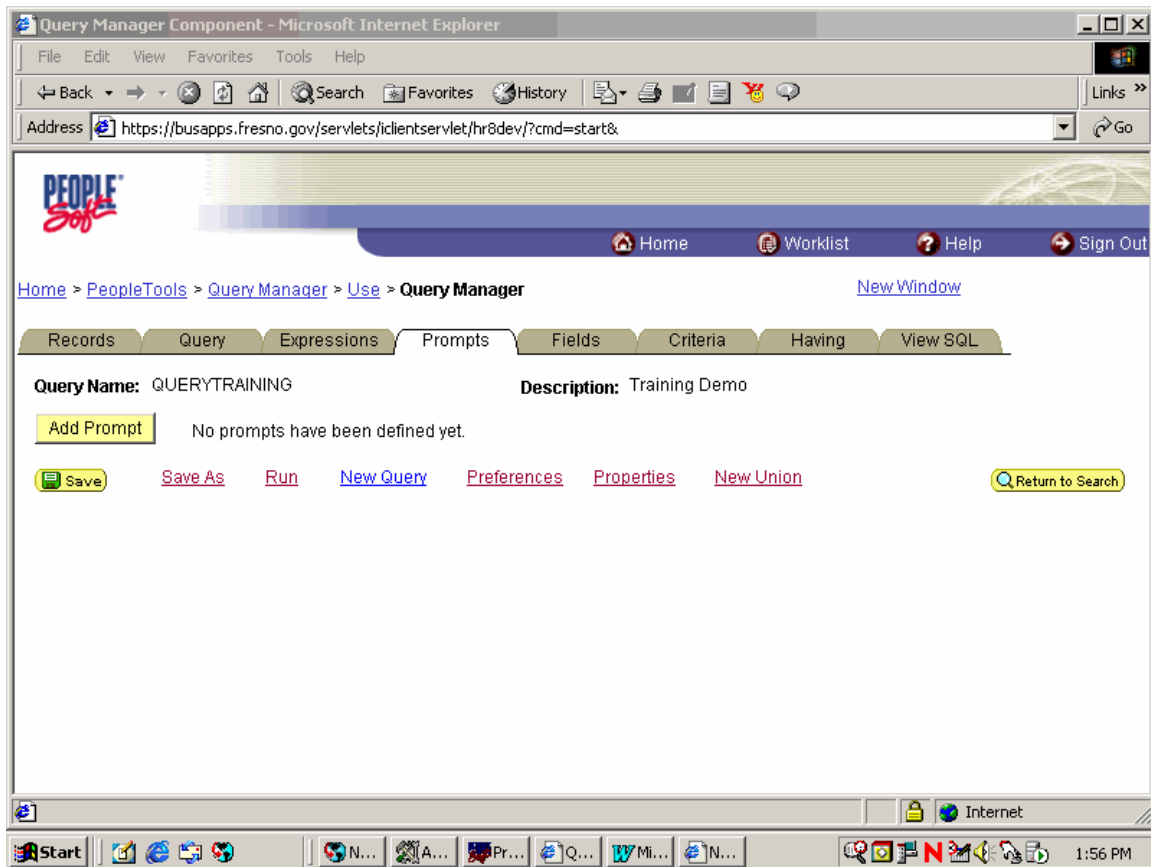
Click the 'Add Having Criteria' button and the 'Edit Having Criteria Properties' dialogue window appears:

The screenshot shows a web browser window titled 'Query Manager Component - Microsoft Internet Explorer'. The address bar shows the URL: <https://busapps.fresno.gov/servlets/iclientservlet/hr8dev?cmd=start&>. The browser displays the PeopleSoft logo and navigation links: Home, Worklist, Help, and Sign Out. Below the navigation bar, the breadcrumb trail is: Home > PeopleTools > Query Manager > Use > Query Manager. A 'New Window' link is also present. The main content area is titled 'Edit Having Criteria Properties'. It contains two sections for defining expressions. The first section, 'Expression 1', has a 'Choose Expression 1 Type' group box with radio buttons for 'Field' (selected) and 'Expression'. To its right is a 'Choose Record and Field' group box with a text input field labeled 'Record Alias.Fieldname:' and a search icon. The second section, 'Expression 2', has a 'Choose Expression 2 Type' group box with radio buttons for 'Field', 'Expression', 'Constant' (selected), 'Prompt', and 'Subquery'. To its right is a 'Define Constant' group box with a text input field labeled 'Constant:' and a search icon. Below these sections is a '*Condition Type:' dropdown menu currently set to 'equal to'. At the bottom of the dialog are 'OK' and 'Cancel' buttons. The browser's status bar at the bottom shows 'Done', 'Internet', and the system clock '3:11 PM'.

You may combine any two valid expressions. The first expression may be of type Field or Expression. The second expression may be of type Field, Expression, Constant, Prompt or SubQuery. Click OK or Cancel to save edited changes.

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You may save your defined query by clicking on the 'Save' or Save As' icon.



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This presents the "Save Query" dialogue window, allowing a name, description, type, owner & query-definition to be entered. Click on OK or Cancel after editing data:

Query Manager Component - Microsoft Internet Explorer

File Edit View Favorites Tools Help

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Address <https://busapps.fresno.gov/servlets/iclientservlet/hr8dev?cmd=start&> Go

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Home > PeopleTools > Query Manager > Use > Query Manager [New Window](#)

Enter a name to save this query as:

*Query Name:

Description:

*Query Type:

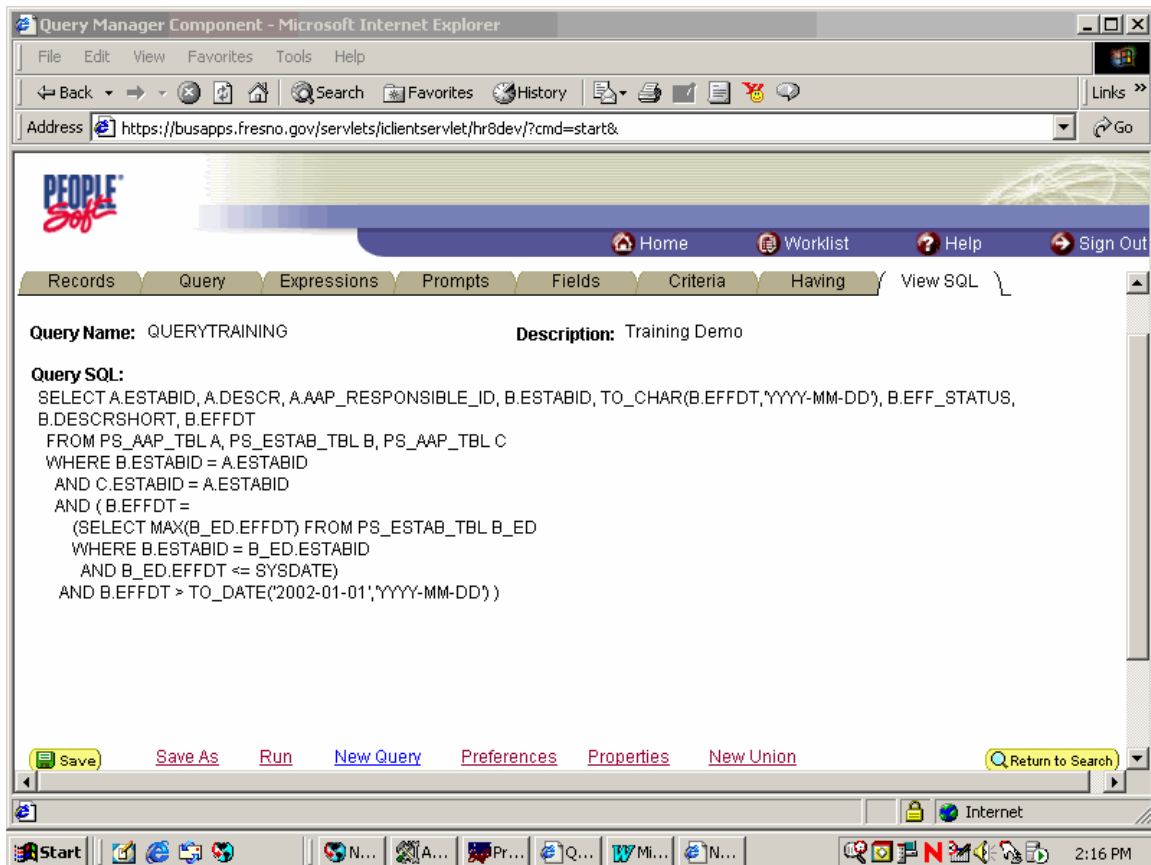
*Owner:

Query Definition:

OK Cancel

Start Nov... App... Pro... Que... Micr... 10:04 AM

Going back a page, clicking on the 'View SQL' tab displays the SQL you defined:



The current SQL-statement, based on your design-input, is displayed on the screen.

Clicking the 'Properties' link allows editing of the Query Properties:

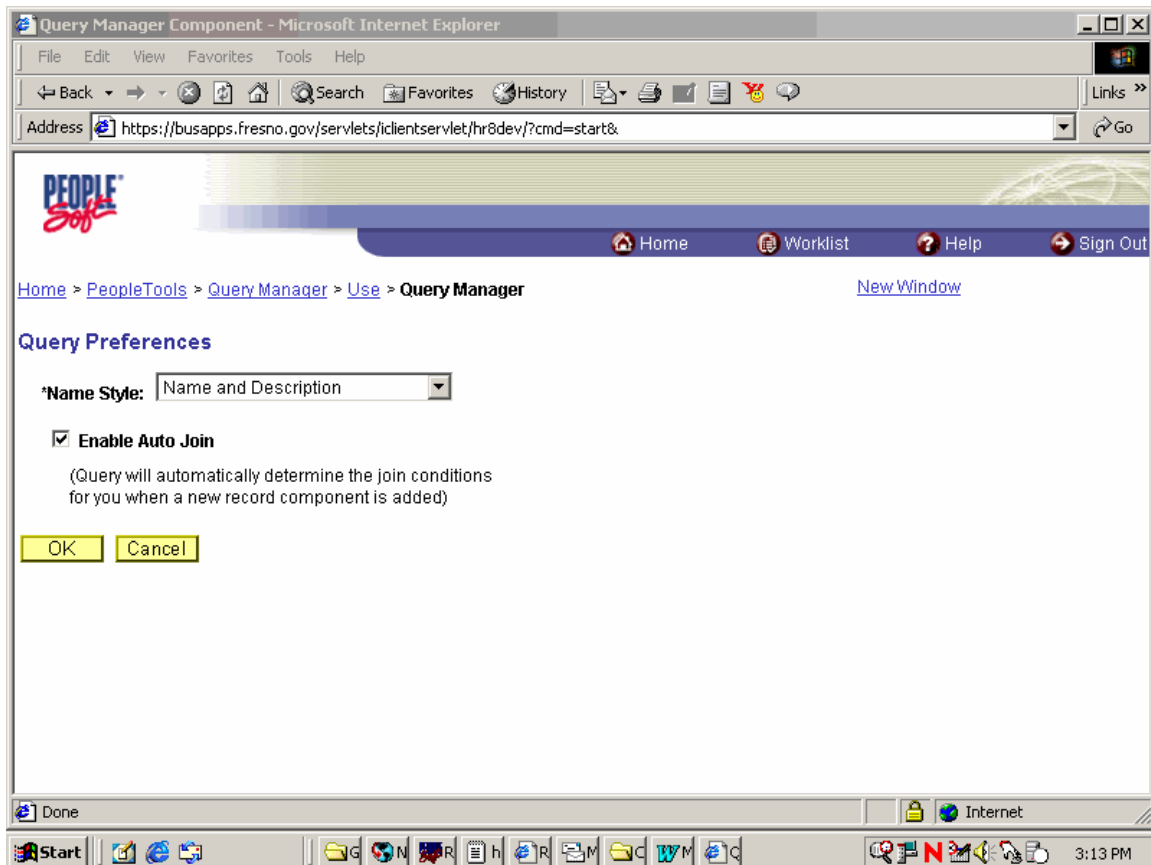
The screenshot shows a web browser window titled "Query Manager Component - Microsoft Internet Explorer". The address bar displays the URL: `https://busapps.fresno.gov/servlets/iclientservlet/hr8dev?cmd=start&`. The page features the PeopleSoft logo and a navigation bar with links for Home, Worklist, Help, and Sign Out. The main content area is titled "Query Properties" and contains the following fields and controls:

- *Query Name:
- Description:
- *Query Type:
- *Owner: ☐ Distinct
- Query Definition:
- Last Updated Date/Time:
- Last Update User ID:
- OK
- Cancel

The browser's status bar at the bottom shows "Done" and "Internet". The Windows taskbar at the very bottom includes the Start button, several application icons, and a system clock showing 3:13 PM.

You may edit these values, and click OK or Cancel.

Clicking the 'Preferences' link allows you to set 'Name Style' and table join preferences:



If 'Enable Auto Join' is not enabled, you'll be prompted for join conditions when adding new record components.

APPENDIX:

Common HR, PR and TL Tables v.8.3

Listed are the most commonly used query tables in HR, PR and T&L. Not all tables are listed, and not all fields within the tables, but these should fulfill most of the needs in the field.

PERSONAL_DATA

- Employee ID
- Name
- Address
- Phone
- Original Hire Date
- Gender
- Birth date

EMPLOYMENT

- Employee ID
- Hire Date (same as Original Hire Date)
- Service Date (the date on which leave accruals are based)
- Termination Date
- Last Increase Date
- Job Title
- Last Date Worked

JOB

- Employee ID
- Effective Date
- Department ID
- Job Code
- Position Number
- Employee Status
- Regular/Temp
- Full/Part Time
- Paygroup
- Step
- Step Entry Date
- Account Code
- Review Date
- Compensation Rate

PERSONAL _VW

- Employee ID
- Name

PERS_SRCH_GBL

- Employee ID
- Name
- SSN

PAY_CHECK

- Employee ID

Name
Pay End Date
Total Gross
Total Taxes
Total Deductions
Net Pay

PAY_EARNINGS

Employee ID
Pay End Date
Additional Pay Line Number
Earnings Begin Date
Earnings End Date

PAY_OTH_EARNS

Pay End Date
Additional Pay Line Number
Earn Code
Hours
Earnings

TL_RPTD_ELPTIME

Employee ID
Date under Report
Time Reporting Code
Quantity
PC Business Unit
Project ID
Account Code
Resource Type
Activity ID

TL_PAYABLE_TIME

Employee ID
Date under Report
Time Reporting Code
Quantity
Labor Distributed Amount
Payable Status
Frozen Status
Approval Date/time Stamp
PC Business Unit
Project ID
Account Code
Resource Type
Activity ID

TL_EMPL_DATA

Employee ID
Effective Date
Time Reporter Status
Time Reporting Template
Workgroup

Taskgroup
Task Profile ID
TL_GROUP_DTL
Group ID
Group Type Indicator
Employee ID
TL_NAME_VW
Employee ID
Name
TL_TASKGRP_TBL
Taskgroup
Effective Date
Effective Status
Task Profile ID
Description
Elapsed Reporting Template
TL_TSKPRF_DETL
Taskgroup
Task Profile ID
Effective Date
Allocation Percent
PC Business Unit
Project ID
Account Code
Resource Type
Activity ID
Z_EMPL_DATA
Employee ID
Perm Status Date
Pension Date
Date Next Increase
Date Next Evaluation
Z_PR_GL_REPORT – This table is a good summary, by pay period, of employee costs including fringe
Employee ID
Name
CFTI Record Type
Earn Code
Account Code
GL Account
PC Business Unit
Project ID
Activity
Distributed Amount
Hours

The **Field** attributes defined within a query context:

Col	Assigns the column order in which the results of the Query will be displayed.
Record.Field	The first letter indicates the Record from which this field came. This letter is useful when more than one Record is included in the Query. The Field name appears after the decimal point.
Format	Indicates the length of the associated field, and what sort of data is stored within. For example, Char20 indicates that up to twenty characters (letters or numbers) may be stored in this field. While Num3.1 indicates that three digits (numbers only) with one decimal value may be stored in this field.
Rel	Indicates that this field has a related record that may be added to the Query to give further definition to the results. For example, the STATE field has a related record. Normally, only a two-character abbreviation for state would display. It's necessary to join this record to the Query to display the associated DESCR (Description).
Ord	Defines the order in which the results will be sorted once the Query has been run. For example, if a "1" appeared in this column next to the EMPL_ID field, the results would be returned in the numerical order according to Employee ID.
Xlt	If the associated field has a description stored on the <i>Translate Table</i> , this column may be utilized to select which view (long or short) will display.
Agg	Used to define options for summarizing Query results.
Heading	Displays the text that will appear as the column header when the results are displayed.

